

Fort Campbell



101st AIRBORNE DIVISION

DEPLOYMENT HANDBOOK

(10-11)

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QUICK REFERENCE EMERGENCY INFORMATION

Soldier's Full Name: _____

Soldier's Rank: _____ Soldier's Social Security Number: _____

Soldier's Date of Birth: _____ Soldier's Place of Birth: _____

Soldier's Unit Name: _____ Unit Phone: _____

Immediate Supervisor: _____

Company Commander: _____

Rear Detachment Commander: _____

Rear Detachment Commander's Phone: _____ E-mail: _____

Family Readiness Group Leader: _____

Family Readiness Group Leader's Phone: _____

E-Mail: _____

Family Readiness Group Point of Contact: _____

Family Readiness Group Point of Contact's Phone: _____

E-Mail: _____

Rear Detachment Chaplain & Phone: _____

Battalion Staff Duty Phone: _____

Soldier's Mailing Address: _____

My Family Readiness Assistant's Name: _____

My Family Readiness Assistant's Phone No.: _____

MILITARY ONE SOURCE: 1-800-342-9647 / www.militaryonesource.com

Please remember these numbers are confidential and should not be used for solicitations or mailing lists of any kind.

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The Family Readiness Group

The Family Member's Role & Responsibilities

- If you need help or information, contact someone on your chain of concern roster.
- If you are going to leave the area, please let your Family Readiness Group (FRG) Leader and Rear Detachment Commander know where you are going, your contact information & when you will return.
- Keep a copy of your chain of concern and emergency numbers close to your phone.
- Keep emergency phone numbers and contact information with you at all times, to include in your vehicle.
- Make a Family Care Plan for the Family member as well as the Soldier. For more information about a Family care plan for yourself, contact your Rear D/FRG Leader.
- If you have not been contacted by your Rear Detachment Commander or FRG, initiate contact with them.
- Know your unit (Company, Battalion, and Brigade)

The FRG

The official definition of a Family Readiness Group is, "AN ORGANIZATION OF FAMILY MEMBERS, VOLUNTEERS, SOLDIERS, AND ANYONE WHO CARES ABOUT THE MISSION OF THE UNIT THAT TOGETHER PROVIDE AN AVENUE OF MUTUAL SUPPORT, ASSISTANCE AND A NETWORK OF COMMUNICATION AMONG THE FAMILY MEMBERS, and CHAIN OF COMMAND AND COMMUNITY RESOURCES."

Family Readiness Groups may be different for every unit, depending upon the Commander, the Leader, the number of Families involved, and available resources. All FRGs throughout the Army share the same purpose- to empower Army Families and make them independent rather than dependent.

The role you play in your FRG is your choice. You are welcome to participate as much as you would like to, or are able. There are many projects to become involved in, each of them important in their purpose, such as communications, newsletters, hospitality, social functions, and fundraising.

Family Readiness Groups

- Empower Families to become more knowledgeable and self-reliant
- Promote more efficient use of community resources
- Reduce Soldier and Family member stress
- Increase the Soldier's ability to devote his/her full attention to the mission
- Care for each other
- Provide a helping hand when needed
- Answer questions
- Give moral support
- Establish a sense of Family within the unit
- Access information and resources to help you solve problems
- Provide an effective way of gaining information and control during deployment and other times
- Help Family members develop a more positive attitude toward themselves, the unit, the deployment, and the Army

- Increase morale
- Foster increased levels of cohesion and confidence for Family members and deployed Soldiers
- Unite other Family programs designed to improve the quality of life

Family Readiness Groups Are Not

- Part of the casualty notification process
- A babysitting service
- A surrogate parent
- A social worker
- A taxi/bus service
- A loan agency
- A lending closet/service
- A welfare agency
- All things to all people
- A coffee group/club

Virtual Family Readiness Group Web System

The Virtual Family Readiness Group (vFRG) Web System provides all the functionality of a traditional FRG on an online setting.

www.armyfrg.org

- The vFRG website is the Army's online tool to provide FRG information to Spouses.
- The Soldier must register the spouse or other Family member under the unit website within vFRG, to allow access. For more information, please contact the Battalion Family Readiness Support Assistant (FRSA).
- The vFRG is the only official Unit website.

Rear Detachment

The rear detachment consists of unit military members that remain at Fort Campbell during a deployment.

Rear detachment personnel:

- Unit Commander for Soldiers in rear detachment
- Work with FRG to support Family members
- Support forward deployed unit

The Rear Detachment Commander has been designated to stay behind to run the day-to-day operations when the unit deploys and will be the military point of contact for the FRG. Assisting the FRG to provide for the needs of the units' Families is only a part of the Rear D Commander's job.

During deployment please keep your FRG and rear detachment informed of any address or phone changes. They can use this information to help you prevent problems with post agencies (i.e. Housing Division) and to keep you informed of important messages about your Soldier's welfare and re-deployment.

Working with the Rear Detachment:

- Be aware that Family member interaction and support is only one part of the Rear Detachment mission
- Bring rumors, media questions, and Family issues to the Rear D's attention.
- Treat the Rear D with courtesy.

Place Rear Detachment Info Label

Family Readiness Support Assistants

The FRSA is a link between the Family member and the military member.

The FRSA is part of the Brigade or Battalion staff and is there to work with military members to insure Family members are supported.

- Coordinate Pre-deployment, Sustainment, Redeployment Events and Briefings
- Provide support on the Rear D Team
- Help the Unit and FRG tap into valuable Community Resources
- Provide updated content for command's website to the vFRG system administrator
- Review and approve/disapprove requests for access to the vFRG
- Encourage volunteer registration (VMIS) and volunteer hours submission. Facilitate volunteer recognition within the Brigade
- Link FRG Leaders and volunteers with needed training and professional development opportunities
- Assist with FRG communication efforts—newsletters, FRG meetings, phone trees
- vFRG, Video Teleconferences (VTCs), etc. provide templates/examples
- Serve as a source of information for FRG Leaders
- Maintains copies of all company FRG rosters for the Battalion Commander
- Schedule and coordinate unit CARE Team training
- Support unit preparation for IG/CIP Inspections
- Work closely with other FRSAs
- Link community resource Subject Matter Experts and services to the unit and FRG
- Assist with administration of vFRG and maintain unit roster for vFRG.
- Update Soldiers' information into vFRG.

Place FRSA Info Label

Place FRSA Info Label

Religious Support

Staff Duty Chaplain (270) 798-CARE

There are many worship opportunities, religious support programs, and resources on post. We offer religious education and youth ministry as well. Regardless of where you are on your spiritual journey, there is something for you here on Fort Campbell. There are also Chaplains ready to help you. Your Rear Detachment Chaplain (see your quick reference phone numbers) or the **Staff Duty Chaplain (798-CARE for after duty hours)** will help you or point you in the right direction.

Information concerning unit/chapel activities and programs should be obtained from the appropriate office. Telephone numbers for chapels are listed below:

Chapel	Address	Phone
Installation Chaplain's Office	3101 Indiana Ave	270-798-6124
Division Chaplain's Office	2601 Indiana Ave	270-798-6913/2889
Religious Education Center	2207 Indiana Ave	270-798-3185
Blanchfield Hospital Chapel	Hospital, Level 0	270-798-8464
Club Beyond	3032 Reed St.	270-798-6124
Community Chapel	15 th & Desert Storm	270-798-0356
Grace Chapel	42 nd & Indiana Ave.	270-798-3446
Hope Chapel	7514 Head Quarter Loop Rd	270-798-7551
Memorial Chapel	54 th & Indiana Ave	270-798-2066
Soldiers Chapel	30 th & Desert Storm	270-798-4311
Family Life Center	719 Mississippi St	270-798-3316
Fellowship Chapel "Chapel Next" (Contemporary Worship Service)	3032 Reed St	270-412-6755

Women's Programs

- Protestant Women of the Chapel (PWOC): 9:15-11:30 at Memorial Chapel (every Tuesday)
- Military Council of Catholic Women (MCCW): 9:30-11:30 First Friday at Soldiers Chapel.

Youth Programs

- Club Beyond: Protestant Youth Program (270) 798-3185

Bible Studies

- Call (270) 798-3185 for a listing

Finances

Finance Office: (270) 798-6610

Entitlements

- Basic Pay, Basic Allowance for Housing (BAH), and Basic Allowance for Subsistence (BAS) remain current based on Soldier's status prior to deployment with the exception of Soldiers on meal cards. They will receive full BAS for the duration of the deployment.
- Family Separation Allowance (FSA): To qualify for FSA, Soldiers separated from their Family members must be deployed for more than 30 days. The amount payable for FSA is \$250 per month (\$8.33 per day) and will reflect on the LES as FSH. The entitlement is retroactive back to the day they leave Fort Campbell and stops the day before returning back to Fort Campbell.
- Hardship Duty Pay (HDP-L): Currently all locations of Operation Iraqi Freedom receive HDP-L of \$100 per month (\$3.33 per day). Soldiers on temporary duty must be on duty in the area for 30 consecutive days and on the 31st day are entitled retroactive to the first day the Soldier reported to duty in the location. This will reflect on the LES as HDP-LOCATION.
- Hostile Fire Pay/Imminent Danger Pay (HFP/IDP): HFP will stop the day you depart the area. HFP will be paid for the entire month, regardless of how long you spent in the area of operation. Amount is \$225 per month and will reflect on LES as HFP.
- Combat Zone Tax Exclusion (CZTE): All enlisted Soldiers and warrant officers are exempt from federal income tax while deployed. Commissioned officers are exempt from federal income tax on amounts up to \$7,100.10 per month (base pay of Sergeant Major of the Army and Hazardous Fire Pay). Soldiers have 180 days after redeployment to file federal income taxes. Please write "OEF/OIF from (start date) to (end date)" at the top of your return and you won't pay a late fee or penalty.

For further information on pay/entitlements check out your AKO (Army Knowledge Online) MYPAY site at www.us.army.mil. For more information on AKO, ask your Rear D or FRG. To access this site you will need a PIN number.

Helpful Information

Bank Accounts:

Soldiers should establish a joint checking or savings direct deposit account that is maintained by the Family member. Beware, due to distance and difficulty of communication, a check overdraft may occur if both Soldier and Family member write checks drawn on the same account. Therefore, the Soldier should consider opening a separate checking account or have the Family member make monthly deposits to the account. Prior to deployment, sit down with your Soldier and review all entitlements and bills that will be due during the separation and plan accordingly. (See the checklist at the back of the book for suggestions.)

Allotments:

Service members should start allotments for recurring payments prior to deployment. Discretionary allotments are authorized for commercial life insurance, car loans, and support of Family members, mortgages, consumer credit loans, and deposits to a financial institution. If you have to take casual pay for any reason such as emergency leave, your allotment will still be secure. This eliminates a surprise shortfall in pay to the Family.

Savings Deposit Program:

- Savings account linked to Soldier's pay
- Accrues 10% annual interest, compounded quarterly (2.5% per 3 months, average balance)
- Quarter begins at first contribution, 3 months later, interest accrues

- Interest only accrues for up to \$10,000 in account
- Interest accrues for up to 90 days after redeployment
- Only interest is taxable
- Soldier can make contributions while in country via:
 - Check, (check is the most convenient method)
 - Money Order
 - Cash or Allotment

For more information go to <http://www.dod.mil/comptroller/fmr/07a/07A1c28-00.pdf>

Credit Cards:

Keep plastic money to a minimum. It is great and may even be needed for emergencies, but it can give you a false sense of wealth where there really isn't any money.

Helpful Tips:

- You must have a special Power of Attorney to be able to deal with the Defense Finance and Accounting Office to change or stop allotments, or get information regarding pay changes.
- You can use the extra pay (see entitlements) to pay for unexpected expenses now that your Soldier is away, such as: lawn care, childcare, emergency car care, and more.
- Know where important financial papers are kept.
- Keep a check on fraud by checking your credit at least once a year.
- If you live in on-post housing, your LES will reflect BAH and be deducted 100% for the cost of your quarters.

Financial Aid Programs

Army Emergency Relief (AER): **(You must contact your Soldier's unit before going to AER)**

Who Does AER Help?

- Active duty Soldiers, single or married, and their Family members.
- ARNG and USAR Soldiers on continuous active duty for more than 30 days and dependents.
- Soldiers retired from active duty for longevity or physical disability, and their Family members.
- ARNG and USAR Soldiers who retired at age 60, and their Family members.
- Surviving Spouses and orphans of Soldiers who died while on active duty or after they retired.

What Can AER Do?

- Help with emergency financial needs: food, rent or utilities; transportation/vehicle repair, funeral expenses, medical/dental expenses, personal needs when pay is delayed or stolen.
- Give undergraduate scholarships, primarily on financial need, to children of Soldiers.

What Should I Bring With Me to AER?

- DA Form 1103 obtained at Soldier's unit, signed by the Commander or 1SG. If signed by Rear Det. Commander, must have Assumption of Command order.
- Military ID Card
- Current Leave and Earnings Statement and Spouse's proof of income if employed
- Leave/PCS Orders
- Substantiating documents (car repair estimate, statement from landlord/property management with amounts and dates due for rent, utility bill, etc.) If asking for assistance with vehicle repairs, vehicle payment or car insurance premium, Soldier/Family member must have valid vehicle registration, proof of insurance and driver's license.
- **Power of Attorney (if Soldier is deployed)**

Food Assistance

Women, Infants & Children (WIC)

Fort Campbell-(270) 798-4935 / (270) 798-9176

- All military Families living in the Kentucky area can use the above office

Hopkinsville-(270)887-4160

www.christiancountyhealth.com/wic.html

Clarksville- (931) 551-8777

- Families members who live in the Tennessee (off post) must be served by Clarksville WIC

Food Stamps

Fort Campbell- FSSA (See below)

Clarksville- Dept of Human Services (931) 648-5500

Hopkinsville- Dept of Community Based Services (270) 889-6512

Family Subsistence Supplemental Allowance

FSSA replaces Food Stamps up to \$500.00 month. Apply at AER or online

www.dmdc.osd.mil/fssa

(270) 798-5518

Crisis Relief Center

Hopkinsville - (270) 886-9734

Salvation Army Corps Community Center

Hopkinsville - (270) 885-9633

Clarksville - (931) 552-2679

Impact Ministries & Angel Food Ministries (First Baptist Oak Grove)

Monthly Service: \$50.00 worth of food for \$25.00

(270) 439-5331

First Assembly of God

Box of food provided. Documentation required: proof of income, bills and I.D.

Clarksville - (931) 648-1324

Southside Church of Christ

Food Pantry: I.D. required

Hopkinsville - (270) 885-8392

Eagles Who Care

Commissary bagged meals – Family members can access individually

Chaplains Office – (270) 798-6124

Operation Helping Hand (OHH)

Commissary Voucher program – Must be turned down by AER & utilize chain of command.

Chaplains Office – (270) 798-6124

Urban Ministries (only if denied by the Chaplains Funds & AER)

Clarksville - (931) 648-9090

Legal Assistance

Phone: (270) 798-4432

POWER OF ATTORNEY FACTS

1. GENERAL INFORMATION Soldiers and Family members assigned to the 101st Airborne Division (Air Assault), where deployment-readiness is a way of life, should become familiar with the term "power of attorney." A power of attorney (POA) can be a very helpful and necessary legal document for the spouse of a deployed Soldier. Unfortunately, if in the wrong hands, it can be a powerfully destructive document.

2. WHAT IS A POWER OF ATTORNEY? With a POA, a "grantor" (Normally the deployed military member) authorizes a designated person (an "attorney-in-fact") to act on the grantor's behalf. The POA is used when the grantor is not available to tend to personal business or other affairs. The uses of a POA are varied in scope.

3. TYPES OF POWERS OF ATTORNEY. THERE ARE GENERALLY TWO KINDS OF Powers of Attorneys:

The Legal Assistance Office (LAO) will not assist a Soldier in executing a GPOA until the Soldier has read, initialed and signed a document indicating that the Soldier understands the risks involved in executing a General Power of Attorney (GPOA).

a. General POA. This document authorizes the recipient to act on behalf of the grantor in respect to virtually any matter. A GPOA should only be granted when long periods of absence are anticipated and actions necessary to protect the grantor's property and welfare are expected. A GPOA should only be granted to a person who is totally loyal to the grantor and who is mature and able to make sound decisions pertaining to important financial matters.

Third parties (banks, businesses, etc.) are not required to accept a POA. The grantor should therefore consult with such third parties in advance if particular transactions will require acceptance of the POA during the grantor's absence. The information provided below is meant to assist the Soldier in this regard.

b. Special POA. This document authorizes the recipient to perform only certain specified acts, such as selling a car, cashing a check, signing for household goods, signing a lease, etc. Since it is limited in scope, a Special Power of Attorney (SPOA) is preferable to a General Power of Attorney (GPOA) if it will suffice. The types of Special Powers of Attorneys (SPOA) available in the Law Admin Office include the following:

- **(Blank) SPOA:** Allows a Soldier to provide only limited authority to an attorney-in-fact to perform a specific act on behalf of the Soldier. The authority granted is narrowly tailored to the specific situation. This SPOA should be utilized if at all possible.
- **SPOA (Execute Lease/Establish Allotment):** Allows the attorney-in-fact to execute a lease and establish an allotment necessary to obtain on-post housing.
- **SPOA (Appointment of Guardianship):** Allows the attorney-in-fact to care for a Soldier's child(ren) and to authorize medical treatment.

- **SPOA (Military ID Cards):** Allows the attorney-in-fact to obtain an initial or replacement ID card for dependent Family members.
- **SPOA (DFAS):** Allows the attorney-in-fact to obtain a copy of the Soldier's LES and to start, stop or change an allotment.
- **SPOA (Check Cashing):** Allows the attorney-in-fact to endorse, cash and receive the proceeds of any check which is made payable to the Soldier.
- **SPOA (Sell Real Estate):** Allows attorney-in-fact to sell real property to any individual of the attorney-in-fact's choosing.
- **SPOA (Purchase Real Estate):** Allows attorney-in-fact to purchase specific real property and to borrow money for this purpose.
- **SPOA (Accept/Terminate Quarters):** Allows attorney-in-fact to accept or terminate, on behalf of the Soldier and the Soldier's Family members, government housing.
- **SPOA (Ship/Accept Household Goods):** Allows attorney-in-fact to take possession of a Soldier's personal property and to arrange for the shipment of the property. Also allows individual to accept delivery of a shipment of the Soldier's household goods.
- **SPOA (Bills):** Allows attorney-in-fact to pay pre-existing debts. Authority includes negotiating with creditors and disputing debts.
- **SPOA (Use/Sell Automobile):** Allows attorney-in-fact to take possession of, and operate the Soldier's automobile. Also allows attorney-in-fact to sell the automobile.
- **SPOA (Purchase Automobile):** Allows attorney-in-fact to purchase and register an automobile for the Soldier.
- **SPOA (Ship/Accept Automobile):** Allows attorney-in-fact to accept shipment of or to ship a Soldier's automobile.

4. DOES A BUSINESS, ETC., HAVE TO ACCEPT A POA PREPARED BY THE LAO? – **NO**.

a. **Banks.** There are two banks (Fort Campbell Federal Credit Union and Bank of America) located on the Fort Campbell installation and **each bank has specific requirements and concerns**. In addition, many Soldiers bank with USAA. Specific information in regard to each of these banks is provided below. (This information is as accurate and current as is possible). The Soldier should always obtain needed POA's in advance and it is the Soldier's responsibility to present these documents to businesses involved in order that any problems may be resolved prior to deployment. Check with your financial institution.

- **Bank of America (B of A):** A GPOA drafted by the LAO will be acceptable to B of A if the GPOA is "**durable**" or, in other words, if it will continue to remain in effect even if the Soldier becomes incapacitated, incompetent, MIA or a POW.
- **Fort Campbell Federal Credit Union (FCFCU):** A GPOA or SPOA drafted by the LAO will be acceptable to FCFCU as long as an original (with raised seal) is presented. A SPOA may require that the attorney-in-fact appear in person and present identification on each occasion.
- **USAA:** USAA has made a "Deployment Power of Attorney Form" available on its website. This form may be notarized at the LAO. Check with your financial institution.

b. **Guardianship:** In regard to enrolling children in school, it may be required that an actual order of guardianship be obtained from a local court. A SPOA (Appointment of Guardianship) obtained from the LAO may **NOT** be sufficient. Contact the LAO for "pro se" assistance in filing with the appropriate court in either Christian County, Kentucky, or Montgomery County, Tennessee. The LAO and the U.S. Army do not control the policies of local schools and school boards.

c. **IRS:** A “Power of Attorney and Declaration of Representative” (IRS Form 2848) is available on the IRS website. Part I of IRS Form 2848 must specifically reflect that the attorney-in-fact has authority to sign the return. Use of this form is optional.

d. **Defense Finance & Accounting Service (DFAS):** A SPOA is required to start, stop, or change an allotment, and to obtain a W-2 Form. **A GPOA will not be accepted by DFAS.**

e. **ID Card/DEERS:** A GPOA will be accepted in order for a Spouse to renew or obtain a replacement ID card. A SPOA (Military ID Card) would also be accepted in the event the Soldier did not wish to execute a GPOA.

5. TERMINATION AND REVOCATION OF POA. The POA terminates with the death of either the grantor or the attorney-in-fact, or may be terminated on its own by a time limitation. A revocation will be effective when the grantor informs the attorney-in-fact and all third parties that the POA has terminated. Preferably, you should retrieve the document and destroy it. If you are unable to communicate with the attorney-in-fact, or if the attorney-in-fact refuses to give up the POA, the LAO can assist you in executing a formal Revocation of POA.

6. OBTAINING A POA. Soldiers may execute POA and/or POA Revocations on a walk-in basis at the Legal Assistance Office (LAO) between the hours of 9:00am and 4:00pm daily, except for Thursday. The LAO is located at 125 Forest Road, Fort Campbell, Kentucky and the telephone number is (270) 798-4432.

7. GETTING a POA WHILE THE SOLDIER IS DEPLOYED. Contact your local Legal Assistance Office/Family Assistance Center. The JAG personnel at Fort Campbell will work with the JAG personnel who are with the forward deployed units to assist you.

8. WILLS

Wills are highly recommended and are prepared free of charge in the Legal Assistance Office. It is highly recommended **ALL** Soldiers have a will to protect their property, investments, bank account(s), personal assets, Family and child(ren). Wills should be reviewed at least every three years AND prior to deployment(s) to ensure accomplishment of goals upon death.

Wills / Living Wills are recommended for everyone, to include single Soldiers, married Soldiers and Spouses.

Military One Source

1-800-342-9647 / www.militaryonesource.com

Whether you're planning your deployment/reunion, preparing for a new baby, coping with a Family problem or personal issue, or just dealing with the ups and downs of everyday life, Military One Source can help.

ARMY COMMUNITY SERVICE (ACS)

Phone: (270) 798-9322

Army Community Service provides a wide range of **FREE** services to assist Soldiers and their Families. Listed below are just some of the services ACS provides. Even when ACS cannot meet your particular need directly, they can and will refer you to someone who can. Some of the services offered include the following:

Army Community Service Lee Soldier & Family Support Center 5661 Screaming Eagle Blvd & Wickham	Family Resource Center 1501 William C. Lee Rd & Bastogne 1-(866) 252-9319
Emergency Financial Assistance (AER) - (270) 798-5518 –After hours contact American Red Cross (ARC)-1-877-272-7337	Army Family Action Plan (AFAP) - (270) 798-2063 – A way to make your voice heard at Fort Campbell. http://afap.campbell.army.mil
Exceptional Family Member Program (EFMP) (270) 956-3738 – Information, screening and referral for Family members with special needs	Army Family Team Building (AFTB) - (270) 798-4800 –Classes to help you become more familiar with the military and everything associated. www.myarmylifetoo.com
Family Member Employment Assistance - (270) 798-4289 – Information on employment and education and volunteer opportunities	Family Advocacy Program (FAP) - (270) 412-5500 – Prevention and education to assist Soldiers and Families in recognizing and meeting the challenges of military lifestyles
Information & Referral (270) 798-9322 – Information and referral to service agencies both on and off post	Family Readiness (270) 798-3849 – Information on Family Readiness Groups, training for FRG Leaders, Operation R.E.A.D.Y classes as well as support materials www.FortCampbellMWR.com/FRG
Relocation Readiness (270) 798-6313 956-2676 – Relocation assistance and support for your next duty station to offset the problems and concerns of the highly mobile lifestyle of the military	Army Volunteer Corp. Coordinator (AVCC) (270) 956-2934 – Information on volunteering in the Fort Campbell community and all the benefits it offers
Lending Closet (270) 798-0513 – Loans basic household items for temporary use for arriving and departing military personnel and their Families	Family Resource Center (FRC) (270) 956-2935– Resource support for Family Readiness. Military Family Life Consultants (270) 205-1917 – Short term/non-medical counseling services

CHILD, YOUTH and SCHOOLS SERVICES

- Supports parents by offering a variety of quality programs.
- Provides nutritious meals and snacks in all center and home based programs, as well as programs for school aged children.
- Conducts a variety of routine background checks on ALL STAFF, FCC PROVIDERS, and VOLUNTEERS.
- Provides STAFF with extensive on-going training

Watters Child Development Center #1 (CDC#1)

(270) 439-7993 3071 Bastogne Ave

- **HOURS:** Mon-Fri 6:00am – 6:00pm
- **Offering:** Full Day Child Care for ages 6 wks – 5 yrs

Watters Child Development Center #2 (CDC#2)

(270) 439-7996 3069 Bastogne Ave

- **HOURS:** Mon-Fri 5:30am-5:30pm
- **Offering:** Full Day Child Care for ages 6 wks – 5 yrs

Bastogne Child Development Center

(270) 412-4485 3067 Bastogne Ave

- **HOURS:** Mon-Fri 6:00am – 6:00pm
- **Offering:** Full Day Child Care for ages 6 wks – 5 yrs

Eagles Child Development Center

(270) 412-3303 0205 Bastogne Ave

- **HOURS:** Mon-Fri 5:30am – 6:00pm
- **Offering:** Full Day Child Care for ages 6 wks – 5 yrs

Tennessee Child Development Center

(270) 412-4477 5382 Tennessee Ave

- **HOURS:** Mon-Fri 8:00am-5:00pm
- **Offering:** Hourly Child Care for ages 6 wks – 5 yrs
- **Reservations required**

Part Day Preschool (PDPS)

(270) 798-7422 3068 Reed Ave

- **FOR** 2 – 5 year olds
- **HOURS:** Mon-Wed-Fri or Tues-Thurs
- AM Session 8:30am -11:30am
- PM Session 1:00pm - 4:00pm

Taylor Youth Center (TYC)

(270) 798-3643 80 Texas Ave

Eagles Club (middle school program) **270-956-4506**

Youth Sports.....270-798-6355

- **GRADES** 6-8
- **Hours:** Monday- Friday 6.30am - 6.30pm
- Boys & Girls Club
- Middle School/ Teen Activities
- Technology Lab
- Volunteer Opportunities
- Workforce Preparation
- Mentoring

Teen Club 24/7

(270) 956-1030 2577 B Kentucky Ave

- **GRADES** 9 – 12
- **HOURS:** Tues – Thurs 3:30 – 8:00 pm
Friday 3:30 – 11:00 pm
Saturday 6:00 – 11:00 pm
- Boys & Girls Club
- Middle School/ Teen Activities
- Technology Lab
- Volunteer Opportunities
- Workforce Preparation
- Mentoring

School Age Services (SAS)

(270) 798-4129 2188 Kentucky & 13 ½ St Admin Office

- **HOURS:** Monday- Friday 5.30am – 6:00pm
- Before and/or After School Programs for grades K - 5
- Walk-Ins Welcome
- Daily enrichment activities
- Field Trips
- Summer Camp
- Full day care during school closures
- Nutritious meals and snacks

Family Child Care Homes (FCC)

- Children ages 4 weeks to 12 years
- Childcare provided by certified providers in their homes (on and off the installation). They offer Full Day, Part Day, Extended, and Hourly Care. To register your child, bring a copy of your current LES or pay stub, I.D. card, proof of any supplemental income, child's current up to date shot records, and birth certificate to 5668 Wickham Ave (270) 798-0674

- A list can be obtained at the Central Registration Office of Family Child Care providers that will offer extended care in their homes. This list is updated each Monday.
- If you are in need of after duty hours care, please discuss this with your potential provider. They will be able to provide information concerning cost and availability. FCC Providers are independent contractors and set their own prices for extended care.

Certified Teen Sitters

- Fort Campbell CYS Services provides training for teens, ages 13-18, in basic CPR, and First Aid, as well as the basics of being a babysitter. Any teen that completes the course can provide their name to be referred as a teen sitter.
- A current list can be obtained through Central Enrollment and Registration, Building 5668 Wickham Ave (270) 798-0674, or from the Teen Club 24/7, Building 2577B Kentucky Ave, 956-1203

Parent Classes

- Health Readiness meets at the Health Readiness Center by LaPointe Clinic on Mondays from 4:30pm –5:30pm and they assist with deployment issues and spouse support
- For more information and to make reservations for childcare contact (270) 956-0453
- Active Parents is a three-week series of parent education that helps develop parenting skills. Free childcare available.
- For more info and to make reservations for childcare call (270) 956-3736.

Respite Care (Super Saturday and Friday Night Out)

- Respite Care is for Family members of deployed Soldiers. Services are offered 30 days prior to deployment and 60 days after return from deployment. Contact Central Enrollment and Registration Building 5668 Wickham Ave (270) 798-0674 for more information.
- CYS Services will offer 16 hours of childcare per child per month to use on Super Saturdays or Friday Night Out.
- Families must be registered with CYS Services. Reservations are required and can be made by calling 270-412-4477.
- CYS Services offers 2 Super Saturdays, 0900-1700, and one Friday Night Out, 1800-2200, each month.
- Children ranging in age from 6 wks-5 yrs can receive care at one of the Child Development Centers. For reservations call (270) 412-4477.
- School Age children up to 6th grade can receive enrichment opportunities. For reservations call (270) 798-6549.
- Lunch and snack are provided.
- Required Items needed to register for respite care are:
 - Proof of eligibility: DEERS enrollment, child ID card, birth certificate showing sponsor's name
 - Copy of current LES/spouses pay voucher (Total Family Income required)
 - Copy of current immunizations.
 - 2 local emergency designee phone numbers

Childcare for FRG Meetings/Events

Short Term Alternative Care (STACC)

STACC is hourly group care for children in approved locations throughout post where the parents are attending a function in the same facility. The only exception is when the children are dropped off at the Child Development Center as a special opening for STACC. CYSS registration is required. There is a two-hour minimum requirement per session and 30 minutes additional charge for setup and pickup are included in the scheduling time. A minimum of two providers at all times are required and additional providers will be scheduled depending on the number of children reserved for care to stay within the regulatory adult/child ratio as stated in AR 608-10.

Reservations for STACC must be made a minimum of two weeks in advance. The following must be provided at the time of reservation: location of site and the number of children and their ages. Reservations can be made by calling 270-956-4381.

Volunteer Child Care in a Unit Setting (VCCUS)

- This is a program that offers training to volunteers that are interested in providing limited supervision to children in the same facility as the parents during a meeting or unit event.
- VCCUS training allows a unit or group to be self-sufficient by allowing them to monitor their own children at no cost.
- Units can trade off childcare time with other units or companies, thus allowing flexibility for meeting times with little to no cost.
- VCCUS trained volunteers are allowed to utilize the supplies and toys that would normally be used for STACC at no cost
- To schedule a VCCUS training session a minimum of five participants are needed. Call (270) 956-1120 to coordinate training.

OFF POST

Child Care Resource & Referral (CCR&R)

This is an excellent resource for childcare. The web site listed below is available 24/7. The web site lists all Tennessee approved child care options, phone numbers, locations, state ratings, programs offered and operation times. Visiting the site provides individualized assistance in selecting the childcare that best meets your needs. A lending library and parenting classes are also available.

For Childcare information in:

Clarksville:

- Ellen McCullum, (931)-648-3695 Toll Free 866- 446-6006 300 Madison Street, Clarksville (across from the library)
- 24/7 Web site referral list, www.state.tn.us/humanserv/childcare.htm

Hopkinsville:

- LA Worthington 270-886-7374 e-mail: lworthington@audubon-area.com
- 1100 South Main Street Hopkinsville Suite 3 KY 42240
- Available Army Child Care in you Neighborhood (ACCYN) program, fee assistant provided for utilization in the program

ARMED SERVICES YMCA

Armed Services YMCA (CO-OP Daycare)

(270) 798-7422 3068 Reed Ave

- The Armed Services YMCA (ASYMCA) Family Center has a program that is designed for Spouses to receive free childcare in exchange for time volunteered. Daycare hours are Monday-Thursday 9:00am – 3:00pm.
- They also offer Friday Night Co-op twice a month from 6:00 pm-12:00am. Please call for details.
- There is no registration fee but you must volunteer in some aspect of their program to be eligible.
- For more info please contact (270) 798-7422.
- The ASYMCA also puts out a monthly calendar for the classes they offer for both parents and children. Please contact (270) 798-7422.
- For other programs and services offered by the Armed Services YMCA Family Center, please call (270) 798-7422.

Armed Services YMCA Backdoor Boutique

(270) 956-1566 5660 Screaming Eagle Blvd.

The Backdoor Boutique offers FREE items for active duty military Families E-1- E-5. They can find clothing, shoes, household items, books, toys, baby items and much more. We also have a wish list for large furniture and baby needs. For more information call 270-956-1566.

Armed Services YMCA Operation Hero

(270) 798-7422 All elementary and both middle schools on post

Operation Hero is an after school mentoring program designed to help children who are having problems with self-esteem or dealing with mom or dad being deployed. Students meet twice a week for 2 ½ hours at school. For more information contact (270) 798-3077.

MWR SPOUSE DISCOUNT CARD

- In order for Spouses of deployed Soldiers to utilize the MWR Spouse discounts, they must receive an MWR Spouse Discount card
- Discounts are subject to change at any time
 - Current discounts can be viewed on www.fortcampbellmwr.com
- MWR Spouse Discount Cards are issued at the In/Out Processing building 2577A), Room 126
 - Cards are issued during MWR Public Relations normal hours of operations
 - Monday, Tuesday Wednesday and Friday: 9 a.m. - 3:30 p.m.
 - Thursday 12:30 - 3:30pm
 - Closed daily for lunch from 11:30 a.m. until 12:30 p.m.
 - Call with any questions (270) 798-7535
- Bring a copy of your Soldier's deployment orders detailing the start and return date and the roster with your Soldier's name must be attached to the orders.
 - All orders without a specified return date will be issued for one year from the start date of deployment
 - If you are part of a unit that does not issue deployment orders, anything proving you are part of that unit such as a coffee roster or FRG roster will suffice (MWR Spouse Discount Cards falling in this category are automatically issued for six months).

LOCAL SCHOOL INFORMATION (K-12)

School Liaison Officer (SLO)

(270) 798-9874 5668 Wickham Ave

- Assist parents during PCS transition with school (K-12) information, registration and withdrawal.
- Work with parents and school officials to resolve school issues related to the transition of military children.
- Please contact School Liaison Officers at **(270) 798-9874 or CAMPCYSSLO@us.army.mil**
- **All local schools** encourage our parents here and on deployment, to regularly communicate with your child's teachers and/or administrators.
- PLEASE INFORM TEACHER OF ANY MAJOR CHANGES IN CHILD'S HOME OR LIFE (i.e. parent deploying, divorce, etc.). This will help the school understand, as well as provide appropriate support if there is any change in your child's behavior or academic performance.
- To insure direct communication, parents are encouraged to secure your child's teacher and counselor's email address prior to Deployment.
- Counselors are provided at each school to help the remaining Family members cope through the Deployment and Integration stresses. ***Individual school district information is provided below:***

Fort Campbell Community Schools

Fort Campbell Schools will continue to sustain the deployment effort through its long held tradition of parental partnerships, student support, and active communication with all our parents. Deployed parents are invited to use phone, website information, or email to contact the schools. All contact information is listed below. In addition, each website has a link to the Webmaster who will forward messages to the appropriate personnel. The email pattern for contacting all school personnel directly is first name. last name@am.dodea.edu

School	Address	Phone/Fax	Website	POC email
Central Office Community Superintendent	77 Texas Ave. Fort Campbell, KY 42223	(270) 439-1927 Fax: 439-3179	http://www.am.dodea.edu/campbell	campbell.superintendent@am.dodea.edu
Barkley Elementary School	4720 Polk Rd. Fort Campbell, KY 42223	(270) 439-1951 Fax:439-1901	http://www.am.dodea.edu/campbell/barkley/	principal.BarkleyES@am.dodea.edu
Jackson Elementary School	675 Mississippi Fort Campbell, KY 42223	(931) 431-6211 Fax:431-4453	http://www.am.dodea.edu/campbell/jackson/	principal.JacksonES@am.dodea.edu
Lincoln Elementary School	4718 Polk Road Fort Campbell, KY 42223	(270)439-7764 Fax:439-2335	http://www.am.dodea.edu/campbell/lincoln/	principal.LincolnES@am.dodea.edu
Lucas Elementary School	2115 Airborne Fort Campbell, KY 42223	(931)431-7711 Fax:431-5842	http://www.am.dodea.edu/campbell/lucas/	principal.LucasES@am.dodea.edu
Marshall Elementary School	585 S Carolina Fort Campbell, KY 42223	(270)439-3793 Fax:439-4382	http://www.am.dodea.edu/campbell/marshall/	principal.MarshallES@am.dodea.edu
Mahaffey Middle School	585 S Carolina Fort Campbell, KY 42223	(270)439-3792 Fax:439-3472	http://www.am.dodea.edu/campbell/mahaffey/	principal.MahaffeyMS@am.dodea.edu
Wassom Middle School	3066 Forrest Fort Campbell, KY 42223	(270)439-3791 Fax:439-0249	http://www.am.dodea.edu/campbell/wassom/	principal.WassomMS@am.dodea.edu
Fort Campbell High School	1101 Bastogne Fort Campbell, KY 42223	(931)431-5056 Fax: 431-9386	http://www.am.dodea.edu/campbell/campbellhs/	principal.CampbellHS@am.dodea.edu

2010-2011 School Hours:

Secondary Schools, 6-12	Mon, Tue, Thur, Fri	0725-1435
	Wed	0725-1320
Elementary Schools, K-5	Mon, Tue, Thur, Fri	0835-1520
	Wed	0835-1405
Elementary School, Pre-K	Mon-Fri am	0810-1110
	Mon-Fri pm	1210-1510

Clarksville/Montgomery County School System

Clarksville/Montgomery County middle and high schools have the capability to provide visual information on your child's progress through the use of the power-school program. This tool allows parents and teachers to communicate directly through email. Parents can monitor their child's academic achievement, attendance, and discipline through the power-school program. Parents should go to child's school for a username and password to access the following portal <https://powerschool.cmcss.net/public/>.

Deploying parents of elementary students are encouraged to discuss possible ways to communicate their child's teacher(s) while away. Individual school website may be accessed through the district's website at www.cmcss.net. Go to 'Schools' located in the lower left side of page, and click on appropriate grade category. Use the drop-down tab to locate desired school and click. Email addresses for individual teachers and staff are available, as well as current school news.

Central Office/Dir. of Schools	621 Gracey Avenue Clarksville, TN 37040	Phone: (931) 648-5600	Web: www.cmcss.net	Hours: M-F 0800-1600
Elementary	Address	Phone	Web site	Hours
Barksdale Elementary	1920 Madison Street Clarksville, TN 37043	(931) 648-5685 Fax: (931) 553-2087	http://www.cmcss.net/Schools/schoolwebsites/el/frontpage.asp?locid=BES	0825-1525
Barkers Mill Elementary	1230 Little Bobcat Lane Clarksville, TN 37042	(931) 906-7235 Fax: (931) 553-2087	http://www.cmcss.net/Schools/schoolwebsites/el/frontpage.asp?locid=BMES	0845-1545
Burt Elementary School	110 Bailey Street Clarksville, TN 37040	Phone: (931) 648-5630 Fax: (931) 553-2088	http://www.cmcss.net/Schools/schoolwebsites/el/frontpage.asp?locid=BURT	0830-1530
Byrns Darden Elementary	609 E Street Clarksville, TN 37042	(931) 648-5630 Fax(931) 503-2643	http://www.cmcss.net/Schools/schoolwebsites/el/frontpage.asp?locid=BDES	0845-1545
Cumberland Heights Elementary	1030 Cumberland Hgts. Road Clarksville, TN 37040	(931) 648-5695 Fax (931) 503-3400	www.cmcss.net/Schools/schoolwebsites/el/frontpage.asp?locid=CHES	8:30am-3:15pm
East Montgomery Elementary	230 McAdoo Creek Road Clarksville, TN 37043	(931) 358-2868 Fax (931) 358-4092	www.cmcss.net/Schools/schoolwebsites/el/frontpage.asp?locid=EMES	8:30am-3:30pm
Glenellen Elementary	825 Needmore Road Clarksville, TN 37040	(931) 920-6158 Fax (931) 920-6163	www.cmcss.net/Schools/schoolwebsites/el/frontpage.asp?locid=GES	8:45am-3:45pm
Hazelwood Elementary	2623 Tiny Town Road Clarksville, TN 37042	(931)553-2075 Fax(931) 503-3403	www.cmcss.net/Schools/schoolwebsites/el/frontpage.asp?locid=HES	8:00am-3:00pm
Kenwood Elementary	1101 Peachers Mill Road Clarksville, TN 37042	(931) 553-2059 Fax(931) 503-3401	www2.cmcss.net/%7EKES/index.htm	

Liberty Elementary	849 Liberty Church Road Clarksville, TN 37042	(931) 905-5729 Fax(931) 905-5734	www.cmcss.net/Schools/schoolwebsite/s/el/frontpage.asp?locid=LES	8:45am-3:45pm
Minglewood Elementary	215 Cunningham Lane Clarksville, TN 37042	(931) 648-5646 Fax(931) 503-3402	www.cmcss.net/Schools/schoolwebsite/s/el/frontpage.asp?locid=MES	8:00am-3:00pm
Montgomery Central Elementary	4011 Highway 48 Cunningham, TN 37052	(931) 387-3208 Fax(931) 387-2565	www.cmcss.net/Schools/schoolwebsite/s/el/frontpage.asp?locid=MCES	8:30am - 3:30pm
Moore Magnet Elementary	1350 Madison Street Clarksville, TN 37040	(931) 648-5635 Fax(931) 503-3404	www.cmcss.net/Schools/schoolwebsite/s/el/frontpage.asp?locid=MMS	8:00am-3:00pm
Norman Smith Elementary	740 Greenwood Avenue Clarksville, TN 37040	(931) 648-5660 Fax(931) 503-3405	www.cmcss.net/Schools/schoolwebsite/s/el/frontpage.asp?locid=NSES	8:45am-3:45pm
Northeast Elementary	3705 Trenton Road Clarksville, TN 37040	(931) 648-5662 Fax(931) 553-6986	www.cmcss.net/Schools/schoolwebsite/s/el/frontpage.asp?locid=NEES	8:30am-3:30pm
Ringgold Elementary	240 Ringgold Road Clarksville, TN 37042	(931) 648-5625 Fax(931) 503-3406	www.cmcss.net/Schools/schoolwebsite/s/el/frontpage.asp?locid=RES	8:45am-3:45pm
Sango Elementary	3585 Sango Road Clarksville, TN 37043	(931) 358-4093 Fax(931) 358-4098	www.cmcss.net/Schools/schoolwebsite/s/el/frontpage.asp?locid=SES	8:30am-3:30pm
St. Bethlehem Elementary	2450 Old Russellville Pike Clarksville, TN 37040	(931) 648-5670 Fax(931) 503-3408	www.cmcss.net/Schools/schoolwebsite/s/el/frontpage.asp?locid=SBES	8:30am-3:30pm
Woodlawn Elementary	2250 Dover Road Clarksville, TN 37191	(931) 648-5680 Fax(931) 503-3407	www.cmcss.net/Schools/schoolwebsite/s/el/frontpage.asp?locid=WES	8:30am-3:30pm
Middle Schools	Address	Phone	Web site	Hours
Kenwood Middle	241 East Pine Mountain Road Clarksville, TN 37042	(931) 553-2080 Fax(931) 552-3080	www.cmcss.net/Schools/schoolwebsite/s/frontpage.asp?locid=270	7:30am-2:15pm
Montgomery Central Middle	3941 Highway 48 Cunningham, TN 37052	(931) 387-2575 Fax(931) 387-3391	www.cmcss.net/Schools/schoolwebsite/s/frontpage.asp?locid=230	7:20am-2:20pm
New Providence Middle	146 Cunningham Lane Clarksville, TN 37042	(931) 648-5655 Fax(931) 503-3409	www.cmcss.net/Schools/schoolwebsite/s/frontpage.asp?locid=240	7:20am-2:20pm
Northeast Middle	3703 Trenton Road Clarksville, TN 37040	(931) 648-5665 Fax(931) 387-3391	www.cmcss.net/Schools/schoolwebsite/s/frontpage.asp?locid=250	7:20am-2:20pm
Richview Middle	2350 Memorial Drive Clarksville, TN 37043	(931) 648-5620 Fax(931) 551-8111	www.cmcss.net/Schools/schoolwebsite/s/frontpage.asp?locid=260	7:20am-2:20pm
Rossview Middle	2265 Cardinal Lane Clarksville, TN 37043	(931) 920-6150 Fax(931) 920-6147	www.cmcss.net/Schools/schoolwebsite/s/frontpage.asp?locid=210	7:20am-2:20pm
West Creek Middle	1200 West Creek Coyote Tr Clarksville, TN 37042	(931) 503-3288 Fax (931) 503-3296	www.cmcss.net/Schools/schoolwebsite/s/frontpage.asp?locid=290	
High Schools	Address	Phone	Web site	Hours
Clarksville High	151 Richview Road Clarksville, TN 37043	(931) 648-5690 Fax: (931) 648-5624	www.cmcss.net/Schools/schoolwebsite/s/frontpage.asp?locid=320	7:30am-2:30pm
Kenwood High	251 Pine Mountain Road Clarksville, TN 37042	(931) 905-7900 Fax: (931) 905-7906	www.cmcss.net/Schools/schoolwebsite/s/frontpage.asp?locid=330	7:30am-2:30am
Montgomery Central High	3955 Highway 48 Cunningham, TN 37052	(931) 387-3201 Fax: (931) 387-4578	www.cmcss.net/Schools/schoolwebsite/s/frontpage.asp?locid=340	7:30am-2:30pm
Northeast High	3701 Trenton Road Clarksville, TN 37040	(931) 648-5640 Fax(931) 503-3413	www.cmcss.net/Schools/schoolwebsite/s/frontpage.asp?locid=360	7:30am-2:30pm
Northwest High	800 Lafayette Road Clarksville, TN 37042	(931) 648-5675 Fax: (931) 648-0094	www.cmcss.net/Schools/schoolwebsite/s/frontpage.asp?locid=380	7:30am-2:30pm
Rossview High	1237 Rossview Road Clarksville, TN 37043	(931) 553-2070 Fax: (931) 503-3419	www.cmcss.net/Schools/schoolwebsite/s/frontpage.asp?locid=350	7:30am-2:30pm

Christian County Public Schools

Christian County middle and high school students (and their parents) can now check student grades, attendance and other information on through the 'Software Technology, Inc. (STI) at Home' system. Below are the requirements necessary to access this information:

- A parent or guardian must go to the student's school to obtain the student's 4-digit PIN number from the designated person.
- The parent or guardian must present his/her photo I.D.
- The parent or guardian must present the student's Social Security Number.

Central Office/ Superintendent	200 Glass Avenue Hopkinsville, KY 42241	(270) 887-1300	http://www.christian.k12.ky.us/	M-F 8am-4pm
Elementary	Address	Phone	Website	Hours
Belmont Elementary	814 Belmont St. Hopkinsville, KY 42240	(270) 887-7170 Fax (270) 887-1175	http://www.christian.k12.ky.us/ BelmontElementary.cfm	7:25am- 2:15pm
Crofton Elementary	12145 S. Madisonville Rd. Crofton KY 42217	(270) 887-7190 Fax (270) 424-1992	http://www.christian.k12.ky.us/ CroftonElementary.cfm	7:25am- 2:15pm
Holiday Elementary	3910 Nassau Circle, Hopkinsville, KY 42240	(270) 887-7210 Fax (270) 887-1196	http://www.christian.k12.ky.us/ HolidayElementary.cfm	7:15-2:15
Indian Hills Elementary	313 Blane Dr. Hopkinsville, KY 42240	(270) 887-7230 Fax (207) 887-1199	http://www.christian.k12.ky.us/ IndianHills.cfm	7:15-2:15
Lacy Elementary	12015 Greenville Rd. Hopkinsville, KY 42240	(270) 887-7250 Fax (270) 269-9556	http://www.christian.k12.ky.us/ LacyElementary.cfm	7:10-2:15
Martin Luther King Jr. Elementary	14405 Martin Luther King Jr. Way Hopkinsville, KY 42240	(270) 887-7310 Fax (270) 887-1218	http://www.christian.k12.ky.us/ MLKElementary.cfm	
Millbrooke Elementary	415 Millbrooke Dr. Hopkinsville, KY 42240	(270) 887-7270 Fax (270) 887-1214	http://www.christian.k12.ky.us/ MillbrookeElementary.cfm	7:25-2:15
Pembroke Elementary	1600 Pembroke Oak Grove Rd. Pembroke, KY 42266	(270) 887-7290 Fax (270) 474-9897	http://www.christian.k12.ky.us/ PembrokeElementary.cfm	7:15-2:10
Sinking Fork Elementary	5005 Princeton Rd. Hopkinsville, KY 42240	(270) 887-7330 Fax (270) 887-1217	http://www.christian.k12.ky.us/ SinkingFork.cfm	7:25-2:15
South Christian Elementary	12340 Herndon Oak Grove Rd. Herndon, KY 42236	(270) 887-7350 Fax (270) 271-9296	http://www.christian.k12.ky.us/ SouthChristian.cfm	7:15-2:05
Middle	Address	Phone	Website	Hours
Christian County Middle	210 Glass Ave. Hopkinsville, KY 42240	(270) 887-7070 Fax (270) 887-1189	http://www.christian.k12.ky.us/ ChristianCountyMiddle.cfm	7:45-3:15
Hopkinsville Middle	434 Koffman Dr. Hopkinsville, KY 42240	(270) 887-7130 Fax (270) 887-1234	http://www.christian.k12.ky.us/ HopkinsvilleMiddle.cfm	8:00-3:15
North Drive Middle	831 North Dr. Hopkinsville, KY 42240	(270) 887-7150 Fax (270) 887-1287	http://www.christian.k12.ky.us/ NorthDriveMiddle.cfm	7:56-3:15
Christian County High	220 Glass Ave. Hopkinsville, KY 42240	(270) 887-7050 Fax (270) 887-1294	http://www.christian.k12.ky.us/ ChristianCountyHigh.cfm	8:06-3:21
Hopkinsville High	430 Koffman Dr. Hopkinsville, KY 42240	(270) 887-7110 Fax (270) 887-1118	http://www.christian.k12.ky.us/ HopkinsvilleHigh.cfm	8:08-3:15

Stewart County Public Schools

Many teachers in the Stewart County Schools use the 'Thinkwave.com' tool to regularly communicate student achievement with parents. Student grades, attendance and more, are posted at this site, and are accessible to students as well as parents. If you have not received a handout ("Web Info, Students/Parents") from your child's teacher(s), invite the teacher(s) to use Grades Online. Go to www.thinkwave.com/gradesonline/asp to access your child's grades and/or gain more information for using the site.

To communicate directly with teachers, go to the district website (www.stewartcountyschools.net); Click on your child's school at top of the home page and go to Faculty or Teacher email for specific teacher email addresses.

School	Address	Phone	Website POC	Hours
Central Office/ Superintendent	P.O. Box 433 Dover, TN 37058	(931) 232-5176	phillipwallace@stewart.k12.tn.us	M-F 8:00 -4:00
Dover Elementary	1010 Moore Rd. Dover, TN 37058	(931) 232-5442 Fax (931) 232-3116	www.stewartcountyschools.net	7:45-2:45
North Stewart Elementary	2201 Hwy.79, Big Rock, TN 37023	(931) 232-5505 Fax (931) 232-8139	www.stewartcountyschools.net	8:00-3:00
Stewart County Middle	723 Spring St. Dover, TN 37058	(931) 232-9112 Fax (931) 232-4608	www.stewartcountyschools.net	7:45-2:35
Stewart County High	120 Robertson Hill Rd. Dover, TN 37058	(931) 232-5179 Fax (931) 232-3119	www.stewartcountyschools.net	7:40-2:41

Todd County Public Schools

Deployed parents may easily communicate with teacher(s) of Todd County Schools by going directly to the district website (www.todd.kyschools.us). Click on 'Our School', and then go to 'Faculty and Staff' for specific email addresses for teacher, administrators and counselors. Other school contact information is provided below:

School	Address	Phone	website	Hours
Central Office/ Superintendent	205 Airport Road Elkton, KY 42220	(270) 265-9400 Fax:	www.todd.kyschools.us	7:30am- 3:30pm
North Todd	7300 Greenville Rd. Elkton, KY 42223	(270) 277-6800 Fax (270) 277-9919	www.todd.kyschools.us	7:45am- 3:05pm
South Todd	4115 Guthrie Rd. Elkton, KY 42234	(270) 265-5785 Fax (270) 265-3808	www.todd.kyschools.us	7:40am- 3:05pm
Todd County Middle School	515 Main Street Elkton, KY 42220	(270) 265-2511 Fax (270) 265-09114	www.todd.kyschools.us	7:50am- 2:50pm

Trigg County Public Schools

The Trigg County Schools' faculty and staff embrace the commitment in guaranteeing that the unique and specific needs of their military-connected students will be recognized and fully addressed. Parents are urged to notify their child's teacher of their plans to deploy, and discuss ways for them to communicate during the deployment. Staff email addresses are located on the district website. Go to www.trigg.kyschools.us – click on 'Schools' – Click on appropriate level (elementary, middle or high), and Click on 'Staff' or 'Email Directory'. For the high school, click on 'TCHS'.

School	Address	Phone	website	Hours
Central Office/ Superintendent	202 Main Street Cadiz, KY 42211	(270) 522-6075 Fax: (270) 522-7782	www.trigg.kyschools.us	8:00am- 4:00pm
Trigg County primary		(270) 552-2220	www.trigg.kyschools.us	8:00am- 3:00pm
Trigg County Intermediate School	205 Main St. Cadiz, KY 42223	(270) 522-2220 Fax (270) 522-2234	www.trigg.kyschools.us	8:00am- 3:00pm
Trigg County Middle	206 Lafayette St Cadiz, KY 42211	(270) 522-2210 Fax (270) 522-2203	www.trigg.kyschools.us	8:00am- 3:00pm
Trigg County High	203 E. Main St Cadiz, KY 42211	(270) 522-2200 Fax (270) 522-2204	www.trigg.kyschools.us	8:00am- 3:00pm

Cheatham County School District

Cheatham County district prides itself on providing a wholesome and nurturing environment for children. Deploying parents should inform their child's school of their plans to leave in order to develop a workable plan for parents and teachers to communicate during this period. Teacher email addresses are not available on the district website. Therefore, parents should request that information prior to deploying. In the event, you forget to obtain this information; you may contact the school at the following website:

School	Address	Phone	website	Hours
Central Office /Director	102 Elizabeth St. Ashland City, TN 37015	(615) 792-5664	http://cheatham.k12tn	7:30am- 4:00pm
Ashland City Elementary	108 Elizabeth St Ashland City, TN 37015	(615) 792-4296 Fax: (615) 792-2030	http://cheatham.k12tn.net/elementary.schools.htm	7:40am- 2:20pm
East Cheatham Elementary	3201 Bearwallow Rd Ashland, City, TN 37015	(615) 746-5251 Fax: (615) 746-4594	http://cheatham.k12tn.net/elementary.schools.htm	
Kingston Springs Elementary	166 W. Kinston Spring Rd. Kingston, Springs, TN 37082	(615) 952-9060 Fax: (615) 952-3650	http://cheatham.k12tn.net/elementary.schools.htm	7:45am- 2:45
Pegram Elementary	4552 Dogwood Ln. Pegram, TN 37143	(615) 646-6637 Fax: (615) 662-4736	http://cheatham.k12tn.net/elementary.schools.htm	7:30am- 2:45
Pleasant View Elementary	2625 Church St. Pleasant View, TN 37146	(615) 746-5035 Fax: (615) 746-8215	http://cheatham.k12tn.net/elementary.schools.htm	
West Cheatham Elementary	3120 Highway 12 N Chapmansboro, TN 37035	(615) 792-5167 Fax: 792-1230	http://cheatham.k12tn.net/elementary.schools.htm	
Cheatham Middle	700 Scoutview Dr. Ashland City, TN 37015	(615) 792-2334 Fax: 792-2377	http://cheatham.k12tn.net/middle.schools.htm	7:15am- 2:45pm
Harpeth Middle	170 Harpeth View Trail Kingston Springs, TN	(615) 952-2293 Fax: (615) 952-4527	http://cheatham.k12tn.net/middle.schools.htm	7:45am- 2:45pm
Sycamore Middle	1025 Old Clarksville Pike Pleasant View, TN 37146	(615) 746-8852 Fax: (615) 746-5770	http://cheatham.k12tn.net/middle.schools.htm	7:45am- 2:45pm
Cheatham County Central High	1 Cub Circle Ashland City, TN 37015	(615) 792-5641 Fax: (615) 792-2090	http://cheatham.k12tn.net/high.schools.htm	7:45am- 2:45pm
Harpeth High	170 E Kingston Springs Rd. Kingston Springs, TN 37082	(615) 952-2811 Fax: (615) 952-5013	http://cheatham.k12tn.net/high.schools.htm	7:45am- 2:45pm
Sycamore High	1021 Old Clarksville Pike Pleasant View, TN 37146	(615) 746-5013 Fax: (615) 746-3653	http://cheatham.k12tn.net/high.schools.htm	7:45am- 2:45pm

****Fort Campbell parents of school-age children may contact the installation School Liaison Officer for assistance with any school related information/issues for both on and off post schools -(270) 798-9874, DSN 635-9874, or email CAMP CYSSLO@us.army.mil**

Blanchfield Army Community Hospital (BACH)

Access to Care for Primary Care Clinics

Appointments

270-798-4677/931-431-4677 or 1-866-524-4677 Call Center Hours 6:00 a.m. – 6:30 p.m.

Cancellation Lines

270-798-4677/931-431-4677 or 1-866-524-4677; after hours: 270-798-VOID (8643),

Online booking at www.tricareonline.com

BACH offers extended hours in the Primary Care Clinics

White, Blue, and Young Eagle hours:

7:30 a.m. - 6:30 p.m.

Gold Clinic hours

7:30 a.m. - 4:30 p.m.

- If your clinic is closed, you may walk-in to the Urgent Care/Acute Clinic collocated with the Emergency Center. Hours are 7:00 a.m. – 1:00 a.m. If you have an emergency, go to the Emergency Center.

BACH Pharmacy Hours

Main Pharmacy Hours

7:30 a.m. - 6:00 p.m., M-W, F; Thursdays 8:30 a.m. – 6:00 p.m.

Town Center Pharmacy (Located in the old PXtra area) for all called in refill and new prescriptions

M-W, F; 8:00 a.m. – 5:00 p.m.

Thurs. 9:00 a.m. – 5:00 p.m.

Sat & DONSA 8:00 a.m. – 4:00 p.m.

270-798-DRUG (3784)

BACH OB/GYN CLINIC Services

- New OB Care: 270-798-8892
- OB Orientation appointments are scheduled at 8 to 10 weeks. New OB physical exams are scheduled at 10 to 12 weeks.
- Walk-in for high risk OB patients – open all day until 3:30 p.m.

GYN Appointments

931-431-3644

Same Day Appointments for acute care

270-798-8295

Behavioral Health Services

Bldg. 2516, 22nd and Indiana St

7:30 a.m. - 4:30 p.m.

- Behavioral Health offers emergent and non emergent behavioral health services to Active Duty Soldiers, Family members and Retirees.

Services include:

- Adult Behavioral Health: assistance is available for crisis intervention, anger control, stress management, anxiety and depression.
- Child & Adolescent (for 17 years and younger) Services include: individual, group and family therapy, as well as school consultation and parent education. Bldg. 2437, 21st ST. 7:30 a.m. - 4:30 p.m. 270-798-8437

BACH Pre-CAPS program:

- Provides outreach to school-based children enrolled in the Fort Campbell elementary and secondary schools.

Army Substance Abuse Program:

- Offers services for alcohol and drug abuse problems. For active duty Soldiers; adult Family members, retirees and DOD Civilians are eligible for services on a walk-in basis. Bldg 2526, 22nd & Kentucky 7:30 a.m. - 4:00 p.m.
270-412-6883

Social Work Services:

- Has specially trained counselors to assist in helping individuals, couples and Families.
2523, 22nd and Indiana
7:30 a.m. - 4:30 p.m., M-F
270-798-8601
270-798-8400, after duty hours, weekends and holidays for domestic abuse

Family Advocacy Program (FAP)

- FAP provides assessment and counseling services for victims and Families of child abuse/neglect, and Spouse abuse. Services also are offered to families at risk for incidents of domestic violence. Services include individual, Family and group therapy to address anger control, communication skills, relationship enhancement and parenting skills.

Marriage and Family Therapists

- Marriage and Family Therapists work with couples, Families, and individuals on short-term solution focused therapy.

Hospital Social Work

- Hospital Social Work provides services to BACH beneficiaries and staff

*Confidential appointments, referrals accepted but not necessary

Suggested Wellness Screenings/Education

Mammography

- For your wellness, all women age 40 and over should have a mammogram annually. If you had an immediate relative such as a mother or sister diagnosed with pre-menopausal breast cancer, we suggest you begin your screenings 10 years earlier than your relative was

diagnosed with breast cancer. Monthly self breast exams are highly encouraged. If you have questions or concerns regarding your breast exam, please contact your primary care manager. To schedule your mammography wellness screening appointment, call 270-956-0033.

Well Woman Exams

- Women are highly encouraged to receive an annual well-woman checkup after the age 21. If you have had a hysterectomy, we suggest you have a well-woman check-up every two years. Please make an appointment with your primary care manager if you are experiencing difficulties after a hysterectomy or need to schedule a well-woman exam.

Virtual Colonoscopy

- In the near future, BACH will offer the CT Virtual Colonoscopy for Soldiers and Family members. Virtual Colonoscopies are expected to be part of the routine medical screenings for individuals age 50 and over.

Nutrition Clinic

- Have your diet evaluated to promote fitness and prevent disease. Nutrition Care offers a variety of classes and individual appointments. A referral from your primary care provider may be required for patients with preexisting medical conditions; patients are encouraged to self refer for improving fitness and preventing disease. Call the clinic appointment line 798-8600 - describe your concern or interests and the Clinic Technicians will place you in the correct class or individual appointment to meet your needs.
- Nutrition Care offers the following classes Weight Control (Consult or Self Referral), Diabetes Program (Consult Required), Cholesterol Class (Consult or Self Referral), Gestational Diabetes (Consult Required). If you have a group of 10 or more with an interest in a nutrition topic, the nutrition clinic may be able to provide your group with a class designed for your group.
- Diabetes and Nutrition Classes Diabetes and Nutrition Care Classes are offered to individuals on a self referral and referral basis. If you want to find out more about Diabetes screenings and Nutrition Care classes offered, please call 270-798-8077.

Tobacco Cessation classes offered

- Consider enrolling in BACH's Tobacco Cessation Classes if you would like to stop using tobacco products. Classes are offered at different times of the day and different days of the week to fit your schedule. If you have questions about quitting, ask your Primary Care Provider or contact Preventive Medicine at 270-956-0100.

Self Care Classes

- BACH offers a self care class where Soldiers and Family members enroll to benefit from over-the-counter medications offered at the Pharmacy. To enroll in a self-care class to take advantage of this program, please call 270-956-0100 or visit the Patient and Family Medical Resource Center, 2nd floor of BACH: 798-8055.

TRICARE Service Center

2525 22nd Street & Indiana

Fort Campbell, KY 42223

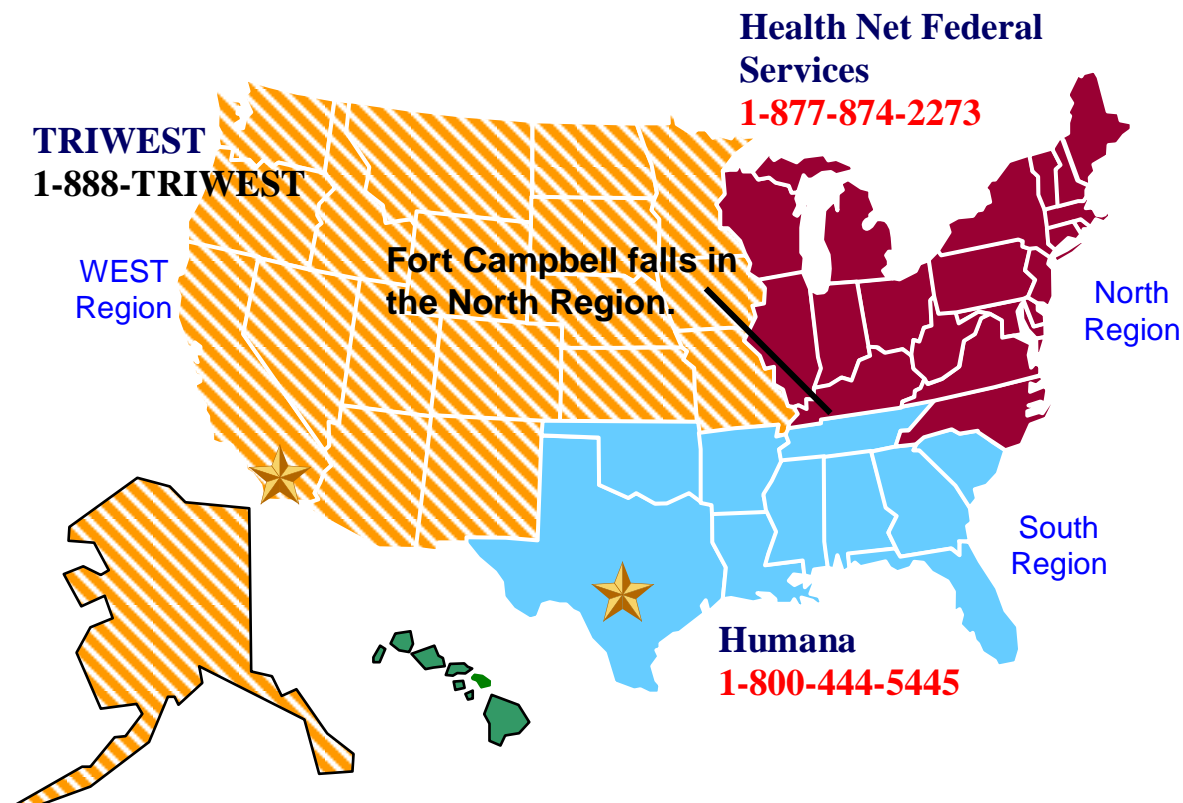
Hours: Monday – Friday, 8 a.m. – 5 p.m.

Please make sure your information is correct with DEERS!

- www.tricareonline.com (online appointments)
- 1-877-TRICARE / www.healthnetfederalservices.com
- (270) 798-8400 BACH Main number
- (270) 798-8000 Emergency Room
- (270) 798-8091/ (270) 798-8718 BACH Patient Rep
- 1-877-TRICARE for issues with TRICARE If for some reason your issues with TRICARE are unresolved, please call (270) 798-8740.

The TRICARE Service Center can assist you with:

- TRICARE information
- Orientation
- Prime enrollment/disenrollment
- Primary Care Manager (PCM) changes
- Pay enrollment fees



Tricare Away from Home

- If you need Emergency Care while you are away from the Fort Campbell area, go to the nearest Emergency Center or call 911. Make sure you follow up with your PCM or Health Net Federal Services after your visit to the Emergency Center. The following are examples of an emergency care need:
 - Sudden and unexpected medical condition, or the worsening of a condition, which poses a threat to life, limb, or sight
 - Requires immediate treatment
 - A sudden, extreme, painful condition which requires immediate treatment to alleviate suffering
- Examples include but are not limited to:
 - loss of consciousness, shortness of breath, chest pains, uncontrolled bleeding, sudden or unexpected weakness or paralysis, poisoning, suicide attempts, drug overdose, acute psychosis, broken bones, and major depression
- Dial 911 or go to the nearest emergency room
- Follow up with your PCM or call 1-877-TRICARE

Helpful information for Family members while your sponsor is deployed

- If out of Fort Campbell area, ALWAYS call 1-877-TRICARE or your PCM for authorization for urgent or routine medical care PRIOR to receiving that care
- Contact the TRICARE Service Center (TSC) if leaving the Fort Campbell area for more than 30 days for more information about transferring your enrollment to the appropriate TRICARE Region
- To quickly resolve issues: document the details (i.e. name, date, time and circumstance concerning the issue) in order to facilitate resolution of the problem

Health Net Federal Services

- Health Net Federal Services supports the Tricare North Region. Fort Campbell falls in the North Region. They can assist you with benefits and co-payments, eligibility information, services requiring a referral, and prime enrollment. For assistance with TRICARE, you may call 1-877-TRICARE or go to their website at www.healthnetfederalservices.com).

Helpful websites for your medical needs:

- www.tricare.osd.mil
- www.tricareonline.com (appointing)
- www.healthnetfederalservices.com
- www.campbell.amedd.army.mil
- www.mytricare.com (monitoring claims)
- www.express-scripts.com/TRICARE

Housing

(270)798-3808 (off post)
(931)431-9003 (on post)

- **Customer Complaint Hot Line Off Post and On Post: (270) 956-4528**
- **Website** www.ftcampbellfh.com
- **Off Post** www.campbell.army.mil/dpw
- Applications for On Post Housing
Main Office: 850, 16th Street & Georgia Ave
(931) 431-9003
- Ft. Campbell Family Housing Maintenance:
(931) 431-3966 Emergencies Only (931) 431-6029
- Hammond Village (Old & New Hammond Heights, Summers Park, Stryker Village, Zahn Park)
3057 B Forrest Rd (931) 431-2305
- Woodlands Office (Gardner, Woodlands)
7372 B Dexter Ave (931) 431-2749
- Lee Village (Lee Village, Lee Park, Taylor East/West, McAuliffe Park, Barker Court)
4199 Morgan Rd (931) 431-2730/2731
- Pierce/Lapointe (Pierce, Lapointe)
4199 Morgan Rd (931) 431-2730/2731
- Werner Park (Werner Park, Cole Park, Turner Loop. Drennan Park, Harper Village)
1534 A Bastogne Ave. (931) 431-**2726 (this address will change when we get the new community center open – when it latest date to put new address in?)**

** If Family intends to be away from home for more than 30 days, they must complete an Extended Leave form at community office.

Housing Service Office

Housing Service Office:
Bldg.850, 16th St and Georgia Ave
(270) 798-3808 DSN 635-3732
FAX: (270) 798-9940 DSN 635-9940

- Army Housing Referral Network: www.AHRN.com

Handling Emergencies

1. CONTACT THE REAR DETACHMENT COMMANDER WITH ANY INFORMATION.

Rear Detachment Commander: _____

Office number: _____

Home number: _____

2. NOTIFY THE RED CROSS:

Bldg 2401, Corner of Indiana Ave and Air Assault
(270) 798-2171

Toll Free number 1-877-272-7337 is for Soldiers and their Spouses assigned to or residing on a military base in the United States.

Family members such as parents or in-laws need to contact their local Red Cross where the emergency occurs. (Check local information or www.redcross.org)

Red Cross Messages Include:

- Verification of critical illness or death of an immediate Family member (or grandparent) of active duty military or their Spouse.
- Immediate Family-mother, father, sibling, Spouse, child, (Includes in-laws and steps).
- Birth announcements. Pre-birth notification (in the case of serious medical problems for mother and/or baby).
- Breakdown of child care plans-verification from doctor or other sources that caused breakdown in childcare.

Message Timeline:

- Message verification is from the Red Cross office **where the emergency occurs.**
- **Delays occur when doctors require a signed release, Family phone numbers are incorrect or not available, and the Soldier's information is incorrect or unknown and other factors.**
- With the verification, the Red Cross will contact the Brigade or Battalion Staff Duty with the case number and the contents of the message.
- During deployments, the message goes to the Red Cross in the forward area who then relays the message (with limited communications) to the Staff Duty/Chain of Command.
- Messages are not normally given to the Rear Detachment.

Other Information:

- Blanchfield Army Community Hospital (BACH) Emergency Room will not provide verification for a patient who received treatment and is released.
- Emergency leave is a Commander's Program. Red Cross provides verification to assist the Commander in making a leave decision.
- To initiate a message, Red Cross will need:

(Please refer to your Quick Reference Emergency Information on Page 2)

1. The full name, rank, social security number and current military address (including zip code) of the service member;
2. Nature of the emergency;

3. The doctor's name, the funeral home, name of the local point of contact, the phone number and the city and state.

The Red Cross and the various Military Aid Societies have Memorandum of Understanding (MOU's) in place to provide access to financial assistance 24/7 for service members. If the service member, or their authorized Family members need financial assistance and can not get to the appropriate aid society, or it is outside their normal duty hours, service members/Family members should contact the nearest Red Cross station or chapter. If they can not find a Red Cross Chapter in their area, and they are not near a military base, they can call our toll free number **1-877-272-7337 for assistance**. The Red Cross worker will process the request through the military aid society and will provide the assistance on behalf of that aid society if it is approved. So, even though the service member may be receiving a Red Cross check for the assistance, they will be signing an allotment to repay the aid society because the assistance is really coming from that aid society - just with Red Cross assistance.

Note: Sending a Red Cross message does not insure the Soldier will return home, it just provides verified information for the Commander and Soldier to base a leave decision.*

**** See page 56 for Red Cross Sequence Response Flow Chart.***

Medical Evacuation Process for your Soldier returning to BACH

Case Managers and members of the Command at Blanchfield Army Community Hospital will meet your Soldier at the Air Field when your injured or ill Soldier returns to Fort Campbell through the Air Evacuation system. Family members are asked to go to BACH and meet your Soldier upon arrival in the "A" Entrance lobby. Your Soldier will be evaluated by a primary care provider upon return. At that point your Soldier will either be admitted for overnight stay or released to go home and return to the hospital for future appointments. A member from your Soldier's Rear Detachment Command, a Red Cross representative, and the BACH Warrior in Transition representative will be able to assist you, the Family member, until you are able to join your Soldier. Your Soldier will be assigned a Primary Care Manager (PCM) and a Case Manager within the Deployment Health Clinic. PCM manages your Soldier's healthcare by assisting in diagnosis, planning, treating or referring medical needs to another specialty provider. The Case Manager will assist to expedite your Soldier's healthcare delivery.

Very Seriously Injured/Seriously Injured Information

If your Soldier is very seriously injured (VSI) or seriously injured (SI) while deployed, you will usually be notified telephonically. If you are notified by someone other than the Rear Detachment Commander of a VSI /SI, please contact your Rear Detachment immediately to confirm the information.

Wounded Warrior Hotline:

BACH offers a Wounded Soldier and Family Hotline. The phone line is monitored 24 hours a day and the email and fax are checked every 6 hours. The local hotline number is 270-798-8045 and the fax is 270-956-0208. Or if you would prefer, you may email

BACH.warriorhelp@amedd.army.mil. or e-mail wsfsupport@conus.army.mil

National Wounded Soldier and Family Hotline is 1-800-984-8523. Both the local and national hotline numbers offer Soldiers and Family members a way to resolve medical issues when the chain-of-command route has been exhausted.

Currently the Army provides transportation, lodging, and meal expense for up to 3 immediate Family members to travel to the location of the injured Soldier, but only when authorization has been approved for them to travel. The Army does not provide this assistance if the Soldier's spouse or child is ill or seriously injured.

Listed below are various agencies that can help the Soldier/Family member; work with your Rear Detachment Commander for assistance:

- 101st Screaming Eagle Association
- The American Legion
- Veterans of Foreign Wars "VFW"
- Turner Guest House
- Army Emergency Relief (AER)
- Red Cross
- Association of the United States Army (AUSA)
- Fisher House (Hero Miles)
- The Army Wounded Warrior Program (AW2)
- Chaplains

BEFORE A SCHEDULED DEPLOYMENT

GET ORGANIZED:

- ☐ Complete your Family Readiness Checklist. (See p. 43-46)
- ☐ **Complete the colored In Case of Emergency (ICE) card (pg back pocket)**
- ☐ Complete Final Thoughts worksheets together. (See p.48-49)
- ☐ Attend as many pre-deployment briefs / fairs and FRG meetings as possible
- ☐ Review survivor benefits & entitlements with Soldier.
- ☐ Complete a calendar with important dates written in it, such as: birth dates, holidays, anniversaries, vehicle safety inspection renewal dates, vehicle tag renewal dates, date for filing taxes, payment due dates and amounts etc. (Both Family member & Soldier keep a copy)
- ☐ Discuss how you plan to keep in contact during the deployment. (You may consider pre-addressing envelopes and purchasing stamps ahead of time)
- ☐ Flowers or gifts can be ordered in advance to arrive on special dates, or make arrangements with a friend to deliver gifts on special occasions or holidays.
- ☐ Make certain important documents and information are in order and accessible.
- ☐ If you have a full time job and children, make arrangements for childcare during your work hours, or if you are military, during duty hours, field duty and periods of mobilization. Does the person caring for your child have a power of attorney to assure necessary medical care? Do you have a Family care plan?

FOR THE CHILDREN:

- ☐ Spend time talking with your child about the deployment at your child's level, explain why dad/mom is going, where, with whom, and for how long.
- ☐ Sit down with the whole Family and talk about feelings. Let each member of the Family express how they feel about the separation. Discuss the rules of the house. Make them "House Rules" rather than mom or dad's rules.
- ☐ Encourage the older children to talk with the younger ones about previous deployments: how long it seemed, what they did, how they felt while dad/mom was away and when he/she returned.
- ☐ Encourage dad/mom to spend time individually with each child: play a game, go for a walk, or out for an ice cream cone - just the two of you.
- ☐ Take a picture of each child with dad/mom.
- ☐ Have dad/mom read stories and talk to the children on a tape player.

DURING A DEPLOYMENT

- ☐ Know at least three of your neighbors. You may need their help during an emergency. They can also be a wonderful source of day-to-day support.
 - ☐ Remember to let your Rear D / FRG Leader know where you are and how long you will be out of the area.
 - ☐ Be active in your unit FRG.
 - ☐ Volunteer. **You are needed!**
 - ☐ Take advantage of training opportunities and support services.
 - ☐ Set goals for you and then pursue them!
 - ☐ Stay busy during the separation: church, school, sports, volunteering and FRIENDS.
 - ☐ Take up a new hobby or return to the one you gave up for lack of time.
 - ☐ Travel! New scenery and a change of pace, even if only a day trip does wonders for the spirit. Plan on taking a friend! Don't wait for the phone to ring, take the lead! **(Remember to let your Rear D/FRG know where and for how long you will be gone.)**
 - ☐ Stick to your budget.
 - ☐ Prioritize what is critical and then pace yourself according to your own understanding of the way you function at your best. Be realistic and kind to yourself.
 - ☐ Find another military Spouse in similar circumstances, time passes much faster with a friend.
 - ☐ Do not try to please everyone. Learn to say "no."
 - ☐ Exercise regularly. Get plenty of sleep. It is okay to go to bed early!
 - ☐ Treat yourself like you treat your closest friend. Give yourself permission to be less than perfect or to take a break.
 - ☐ Anticipate stress and prepare for it.
 - ☐ Simplify.
 - ☐ Avoid power struggles; teamwork makes the Family and the Unit stronger.
 - ☐ Provide consistent limitations and feedback to children (and some adults).
 - ☐ Learn about your acceptable/comfortable stress level. Some stress is normal and necessary. (It gets you out of bed in the morning).
 - ☐ Know when to ask for help.
- <http://www.campbell.army.mil/newinternet2/ResourcesforTreatment.html>

FOR THE CHILDREN:

- ☐ Display pictures of dad/mom at your child's eye level. Let each child have a picture of himself/herself with dad/mom in their room.
- ☐ Routine can work to your advantage (Avoid a "rut.")
- ☐ Make opportunities for special outings, especially on weekends and holidays when dad/mom would usually be home. (Picnics, walks, eating out, build a bird feeder etc.)
- ☐ Play dad/mom's taped stories.
- ☐ Have each child choose a chore that dad/mom usually does. It will be a special contribution to maintain the house and will develop responsibility.
- ☐ Keep in touch with teachers. Work together to evaluate, avoid or redirect behaviors resulting from Soldier's absence.
- ☐ Take advantage of children's deployment support programs.
- ☐ Make an effort to be sensitive to children's needs during deployment.

SAFETY PRECAUTIONS

Follow these tips whether your spouse is home or not. A sudden change in the way you conduct your home and yourself may advertise your spouse's absence.

- ☐ Do not tell people your Spouse is gone or discuss your Spouse's absence in public.
WARNING: car magnets, service stars, yellow ribbons, etc. often advertise your Spouse's absence!
- ☐ When someone calls on the telephone and asks for your Spouse, NEVER tell the caller that your Spouse is not home. Tell the caller that your Spouse can't come to the telephone and take a message.
- ☐ Keep emergency phone numbers and your address by all the phones in your home.
- ☐ Always lock your doors and windows, draw your shades at night and leave a few lights on inside and outside whenever possible.
- ☐ Have a deadbolt lock installed. It is the most difficult to pick. Make sure your door has a peephole and a safety chain. (A safety chain is NOT adequate protection in case someone tries to force a door open.) Keep your doors locked at all times.
- ☐ Never open your door even a crack for anyone uninvited or unexpected. Use a peephole. If they claim it is an emergency make the phone call for them.
- ☐ Do not allow any stranger into your home when you are alone. If you are expecting delivery or maintenance have another person with you and call the company when the employee arrives.
- ☐ Use caution. Remember neighbors and acquaintances do not come with credentials.
- ☐ If you are not certain if someone else may have keys to your home, have the locks changed (consider previous tenants and their friends or neighbors with extra keys).
- ☐ Discontinue paper delivery if you will be away. Ask the Post Office to hold your mail until you return. **DO NOT LEAVE MAIL EXPOSED IN PLAIN VIEW** (ie, in your car).
- ☐ Instruct children, Family and babysitters not to give out information about who is home, who is out, or for how long.
- ☐ Do not leave your keys hidden outside your home; they are too easily found.
- ☐ Most burglars and intruders enter homes through either OPEN doors or windows or doors and windows that are easily jimmied.
- ☐ When going to your car have your keys in your hand. Look inside and under the car as you approach it. Keep your car doors locked at all times. If your car breaks down, put up the hood, turn on the emergency flashers and stay in the car with the windows up and the doors locked. If someone stops to help, give them a phone number to call.
- ☐ If you notice strangers loitering in your neighborhood, notify the police; with time, place, and description.
- ☐ To discourage burglars have items (such as televisions, stereos, cameras, etc.) engraved with your name and last four digits of your social security number. Check with your local police for more information and current recommendations about engraving.
- ☐ If you suspect your home has been broken into **DO NOT** go in. Call the police from a neighbor's home.
- ☐ Do not go places alone, especially at night. Use the buddy system.
- ☐ Do not bring in your mail, newspaper, or gather clothing in from your line after dark.
- ☐ If you travel, consider a cellular phone.
- ☐ While walking keep your head up and your eyes open. Being aware of your surroundings is your best defense.
- ☐ Change your routes to stay out of obviously bad areas. Stay well away from bushes, parked cars, alleyways, and beggars.
- ☐ If you think you are being followed while walking, cross to the other side of the street and change your route to a well-lit populated area, or if you are driving, go to the police station.
- ☐ When you go anywhere, ask yourself, what would I do if I were attacked in this situation. **Be prepared!**

TALKING WITH THE MEDIA

If you decide to talk to the media, here are some things to remember:

- Do not talk to the media about rumors.
- Do not talk about other people's personal information.
- You don't have to answer every question.
- If you don't like a question, tell the reporter you prefer not to answer it.
- Don't argue with a reporter. Be polite and firm, but don't get emotional.
- It is your right to stop an interview at any time. If the reporter is rude, stop the interview.
- Deal in known facts.
- If the reporter says something you know is incorrect, correct him/her.
- Avoid speculating or answering "what if" questions.
- Don't allow a reporter to rush you. When asked a question, take time to think your answer through and make sure you are comfortable with the answer.
- Do not answer or provide information on operational issues. Leave that to the Soldiers and Public Affairs.
- If a reporter is going to be on Fort Campbell they MUST be escorted by a Public Affairs Officer.
- The Public Affairs Office can help you prepare if you choose to be interviewed.
- The main Public Affairs Office number is 270-798-3025. After duty hours, the on call PAO can be reached by calling Division Staff Duty at 270-798-9793. Additional information is available at <https://www.campbell.army.mil/divpao/pao>

COMMUNICATION DURING A DEPLOYMENT

Ensure you have a mailing address before your Spouse departs or obtain the address from your Family Readiness Group when possible.

MAIL/Care Packages for Deployed Soldiers:

- Each letter/care package **MUST** include the rank/full name, unit and APO address of the Soldier. Packages sent to "ANY" Soldier will no longer be delivered.
- The sender must pay all postal charges.
- Check the United States Postal Service at www.usps.com/supportingourtroops for monthly updates and tips.

Items that CANNOT be mailed to Deployed Soldiers:

- Explosives, firearms, ammunition, knives, flammable products, pornographic or obscene materials (i.e., photographs, videotapes, DVDs, magazines, etc).
- Perishable items such as fruit, vegetables, flowers, plants, pork or pork by products, narcotic and/or prescription drugs.

Items that CAN be mailed to Deployed Soldiers:

- Paperback books, playing cards, magazines, hometown newspapers, batteries (A, AA, & D preferred), music CDs, DVD movies, footballs, soccer balls, personal hygiene items for both male and female Soldiers.
- Canned foods including fruits, meats, soups, potato chips, cookies, hard candies, chewing gum, chapstick, powder drink mixes (Kool-Aid, lemonade, tea, sports drinks, etc.), socks, wash cloths, bath towels and baby wipes.
- Small gifts for Iraqi children-toy cars, dolls, coloring books, crayons, paper and pencils.

LETTER WRITING:

The need for two-way communication continues though you are separated by distance. The following is a guide that may make it easier to talk with each other by letter.

- ☐ Answer all questions. Write with your Spouse's letter and picture in front of you as though talking directly to him/her.
- ☐ Let your Spouse know how much you appreciate the letters, tapes, pictures, etc. In each communication mention one or two things that made you feel especially close.
- ☐ Remember that the need to express affection does not diminish with the miles. "I love you," means just as much when it is written during a deployment as it does when spoken in person.
- ☐ Share your feelings as openly as you can without indulging in self-pity. Let your Spouse know you would like him/her to share his/her feelings.
- ☐ Above all express yourself clearly so he/she won't have to think, "I wonder what she/he meant by that?" On the other hand don't try to read between the lines or interpret a puzzling remark. If you don't understand, ask questions in your next letter.
- ☐ Some husbands and wives number their letters to eliminate confusion.
- ☐ Have dad/mom send separate letters to each child in the Family. It will help maintain and strengthen their relationships. Children love to receive their own mail.
- ☐ Try to send photographs.

TAPE RECORDING:

If letter writing is difficult for you, consider purchasing a pair of tape recorders so that you and your spouse can send "talking" letters. Younger children can also say "Hello Dad/Mom" in their own words.

TELEPHONE CALLS:

Telephone calls are a quick way to communicate, but remember long distance and overseas calls can be very expensive. Remember the difference in time zones and depending upon the location of the Soldier, access to telephones/communication may vary.

E-Mail:

E-mail access has become readily available during most deployments. It is a great way to have frequent contact with Family. However, e-mail can be a "mixed blessing". Be aware that in some theaters of operation electricity, power, and/or e-mail systems can function unreliably! If you become accustomed to a daily e-mail and suddenly do not hear from your husband for several days, DO NOT PANIC! There could possibly be a "glitch" in the e-mail system or **a blackout which freezes communications temporarily**. Be patient!

- Understand that e-mail can be, and is, screened for sensitive information pertaining to military operations. **Do not discuss classified information!**
- Sending nude or pornographic pictures via the internet through web cams or e-mail is punishable under Uniformed Code of Military Justice (UCMJ) for the Soldier! **DON'T DO IT!**
- Reread your message before hitting send - especially if they are emotionally charged!
- Webcams are not always in a private room.

Time Conversion Chart

To learn the time where your Spouse is stationed, first find the time where you live. Then read across under the location of your soldier. This will tell you the time at his/her location. For example, if it is 1900 hours (7:00 P.M.) for you in the Central Standard Time zone, then it is 0400 hours (4:00 A.M.) for your soldier in **SWA (Southwest Asia)**, or **1000 hours (10:00 A.M.) for your spouse in Korea**. **Iraq is considered to be in the SWA Region.**

Korea	Hawaii	Pacific Standard Time	Mountain Standard Time	Central Standard Time	Eastern Standard Time	GMT	Germany	SWA Iraq	Afghanistan
0100	0600	0800	0900	1000	1100	1600	1700	1900	2100
0200	0700	0900	1000	1100	1200	1700	1800	2000	2200
0300	0800	1000	1100	1200	1300	1800	1900	2100	2300
0400	0900	1100	1200	1300	1400	1900	2000	2200	2400
0500	1000	1200	1300	1400	1500	2000	2100	2300	0100
0600	1100	1300	1400	1500	1600	2100	2200	2400	0200
0700	1200	1400	1500	1600	1700	2200	2300	0100	0300
0800	1300	1500	1600	1700	1800	2300	2400	0200	0400
0900	1400	1600	1700	1800	1900	2400	0100	0300	0500
1000	1500	1700	1800	1900	2000	0100	0200	0400	0600
1100	1600	1800	1900	2000	2100	0200	0300	0500	0700
1200	1700	1900	2000	2100	2200	0300	0400	0600	0800
1300	1800	2000	2100	2200	2300	0400	0500	0700	0900
1400	1900	2100	2200	2300	2400	0500	0600	0800	1000
1500	2000	2200	2300	2400	0100	0600	0700	0900	1100
1600	2100	2300	2400	0100	0200	0700	0800	1000	1200
1700	2200	2400	0100	0200	0300	0800	0900	1100	1300
1800	2300	0100	0200	0300	0400	0900	1000	1200	1400
1900	2400	0200	0300	0400	0500	1000	1100	1300	1500
2000	0100	0300	0400	0500	0600	1100	1200	1400	1600
2100	0200	0400	0500	0600	0700	1200	1300	1500	1700
2200	0300	0500	0600	0700	0800	1300	1400	1600	1800
2300	0400	0600	0700	0800	0900	1400	1500	1700	1900
2400	0500	0700	0800	0900	1000	1500	1600	1800	2000

The Soldier/Family Deployment Survival Handbook 21

Pre-Deployment/Family Readiness Checklist

- ☐ Do you and your Spouse have a joint checking account?
- ☐ Do you have SURE PAY deposit? If not, do you have an acceptable Power of Attorney so you can receive/deposit checks in his absence?
- ☐ Will your bank accept your Power of Attorney? (Not all banks do!)
- ☐ Do you know how deposits are made?
- ☐ Do you know how to balance your checkbook?
- ☐ Do you know how to write checks?
- ☐ Do you know how to order more checks? Do you know what service charges are?
- ☐ Will you have money immediately available to you on a continuing basis during your spouse's deployment?
- ☐ If you are receiving an allotment, will it provide sufficient money to maintain your entire household?
- ☐ Do you know the account numbers, names and addresses of your banks?
- ☐ Do you know the types of accounts you have?
- ☐ Do you know the location of checking and savings books?
- ☐ Do you have a safe deposit box? Do you know where the key is kept?
- ☐ Do you know where the box is located?
- ☐ Are all of your credit cards accounted for? Are the numbers logged and in a safe place? Do you know how to notify the credit card company in case of loss or theft?
- ☐ Do you have Leave and Earnings Statements from the last three months?
- ☐ Are you prepared to assume or have already assumed the control of all checking accounts, know the balance at all times, and never write a check unless you are certain of sufficient funds in the account?
- ☐ Do you know that your Spouse must make any changes to allotments, including address changes?
- ☐ Do you know whom to contact if your allotment check does not arrive? Contact your Battalion Rear D.
- ☐ Do you have a copy of any installation contracts or loan papers?
- ☐ Do you have a copy of your lease agreement?
- ☐ Will your lease run out while your Spouse is deployed?
- ☐ Do you know what bills must be paid and when they are due?
- ☐ **Do you have and are each Family member's identification cards (ID) cards up-to-date?**
- ☐ When will each ID card expire? _____
- ☐ Do you know how to replace the ID card in the event it is worn, damaged, lost or stolen?
- ☐ Do you have immunization records for each member of the Family?
- ☐ Are your Family members' immunizations up-to-date?
- ☐ Do you and your Spouse have an up-to-date will and know where it is kept?
- ☐ Do you have and know the location of your Power of Attorney?
- ☐ Do you have and know the location of each Family member's certified birth certificate?
- ☐ Do you have and know the location of your marriage certificate?
- ☐ Do you have copies and know the location of any adoption papers, guardianship papers, divorce decrees, or court orders awarding custody of children or child support?
- ☐ Statements from licensed doctors or medical officers for dependent children over 21 years of

age whom are mentally or physically disabled.

- ☐ Name and location of places where unmarried children over 21 but less than 23 years of age who are enrolled in a full-time course of instruction.
- ☐ Death certificates of deceased members of the immediate Family.
- ☐ Do you have a recent photograph (full-face, light background, about two inches by two inches, showing the person's entire head for each Family member 10 years old or older)?
- ☐ Do you have and know the social security numbers for each Family member?
- ☐ Do you have copies of Federal and State tax records for the past six years?
- ☐ Where are the insurance policies kept? (Car, life, home owner, personal property, etc.)
- ☐ Where are your stocks, bonds, certificates of deposit, savings and credit union passbooks, notes receivable, and other evidence of income producing properties?
- ☐ Do you know where the deeds and other title documents relating to real estate are?
- ☐ Certificates of title and registration, warranties, and tax receipts for automobiles, boats, recreational vehicles, and other personal property.
- ☐ Are all your important papers safeguarded?
- ☐ If you are on the housing list, has the housing office been given telephone numbers where you can be reached during your Spouse's absence?
- ☐ Citizenship records if any Family member born outside the United States.
- ☐ Business agreements including partnership documents, agency contracts, sales contracts, royalties, residual agreements, and employment contracts.
- ☐ Documents designating the sponsor or Spouse as an executor or a trustee.
- ☐ Documents relating to bankruptcy proceedings.
- ☐ Military and other employment records.
- ☐ Deployment Discount ID Card
- ☐ 1-800 RED CROSS number card for emergencies.

HOUSING:

- ☐ Do I know the location and use of the electrical breaker box?
- ☐ Do I know the location and use of the main water control valves?
- ☐ Do I know the location and use of each toilet's water control valve?
- ☐ Do I know the location and use of each sink's water control valve?
- ☐ Do I know the location and use of the washing machine's valve?
- ☐ Do I know the location and use of the dishwasher's valve?
- ☐ Do I know the location and use of the gas control valve?
- ☐ Name and telephone number of an electrician?
- ☐ Name and telephone number of a plumber?
- ☐ Name and telephone number of the landlord?
- ☐ Telephone number for the Dept. of Public Works & Environment?
- ☐ Do I have an extra set of keys to the house?
- ☐ Do the doors and windows have good locks?
- ☐ Do all of the smoke alarms have new batteries; do they work?
- ☐ Are there enough alarms installed?
- ☐ Am I capable of doing the yard maintenance? If not, have I made arrangements?
- ☐ Do I have a current household inventory, including serial numbers?
- ☐ Do I have current renters or homeowner's personal property insurance?
- ☐ Have I checked for current maintenance problems? Have I resolved them?

- ☐ Are curtains, dishtowels, paper and other items kept away from the stove?
- ☐ Is the stove's exhaust hood and ductwork clean and free of grease?
- ☐ Do you have extinguishers close at hand and suitable for grease and electrical fires?
- ☐ Is the screen on the fireplace closed?
- ☐ Is there sufficient space for air circulation around the TV or stereo?
- ☐ Are matches and lighters kept out of reach and the access of children?
- ☐ Are all combustible materials kept away from the furnace, water heater and other sources of heat?
- ☐ Are the furnace, heaters, vents and chimney inspected and serviced regularly?
- ☐ Are fuses of the proper size for the circuits they protect?
- ☐ Is the dryer lint trap and vent clean?
- ☐ Is the gasoline for the mower stored in a safety container?
- ☐ Are all dry leaves under wooden stairs, in windowsills or anywhere else close to the house removed?
- ☐ Do you have an intruder plan and fire escape plan and have you practiced it with all Family members?
- ☐ Have you practiced fire emergency procedures?
- ☐ Are there plenty of wall electrical outlets, so "octopus" connections are not necessary?
- ☐ Are all oily rags kept in tight metal containers to prevent combustion?
- ☐ Always read the product label and follow their safety precautions very carefully!
- ☐ Do you avoid the accumulation of paper and combustible materials?
- ☐ Are paint thinners, paints, solvents, and other chemicals kept in their original containers for identification purposes?
- ☐ Inspect electrical cords on your appliances.
- ☐ Use extension cords only for temporary convenience, never as permanent wiring.
- ☐ Never smoke in bed.
- ☐ Never use hair spray or other combustibles near open flames or while smoking.
- ☐ Does every member of your Family know how to dial 911?
- ☐ Never leave your children unattended, and make sure you instruct sitters on safety and fire procedures in your house.

TRANSPORTATION:

- ☐ Do you have a current driver's license? It expires on _____.
- ☐ Do you have an extra set of car keys? They are located _____.
- ☐ Do you know where your Spouse will park the car if he drives it to the unit when leaving for a mobilization or a deployment?
- ☐ Do you know that if your Spouse leaves the car in a unit holding area and deploys, you **must** have a completed release form showing that you by name may take it out of the area? This must be filled out **before** your Spouse leaves.
- ☐ Have you recently updated your car maintenance? When? _____.
- ☐ Do you know how to attend to minor car maintenance?
- ☐ Do you know what to do if the car breaks down?
- ☐ Do you know when the car is due for maintenance? _____.
- ☐ Do you know where to take the car for maintenance? _____.
- ☐ Is the registration for the car kept in the car?
- ☐ Is a proof of insurance kept in the car at all times?

- ☐ Are the car tags current?
- ☐ If the tags need to be renewed while your spouse is away, do you have the proper paper work to get new tags?
- ☐ When will the safety inspection expire?_____.
- ☐ If you do not drive or have a valid driver's license, are you familiar with local public transportation?
- ☐ Do you have the title for the car?
- ☐ What is the name and address of the company holding the lien?_____.
- ☐ Are you insured to drive the cars?

MEDICAL:

- ☐ Does every member of your Family know how to dial 911?
- ☐ Fort Campbell Military Police (MP3's) **270-798-7111 / 7112 / 7113**
- ☐ Do I know the telephone number to Health Clinic? _____
- ☐ Do I know the location of the Health Clinic?
- ☐ Do I know the location of the nearest emergency room?
- ☐ Do I know the location of Blanchfield Army Community Hospital?
- ☐ Is each Family member enrolled in DEERS?
- ☐ Does each Family member have a current medical card?
- ☐ Does each member have a current military ID card?
- ☐ Are immunizations for each Family member up to date?
- ☐ Where are the medical records for each Family member?_____
- ☐ Where are the TRICARE cards for each Family member?_____
- ☐ Where are the dental records for each Family member? _____
- ☐ Who has medical power of attorney? _____
- ☐ Are the Family's pet's vaccinations up to date?
- ☐ Are the Family's pets registered with the city or the post?
- ☐ What is the telephone number of your veterinarian? _____

Casualty Assistance Information

It is a fact that the military can be a dangerous profession. If there is an incident in which a Soldier is injured, wounded, killed, or missing in action there are specific Army procedures in informing the Family.

DO NOT listen to rumors.

- Notification of minor injuries on a deployment will **probably** be made through a direct call from the Soldier.
- If the Soldier is seriously injured or wounded, Families are notified of the injury to their Soldier in a number of ways. Some Families receive phone calls from their Soldier who then tells them of their injury. Often another military member present may speak to the Family to provide additional information. “Official” notification occurs when either the rear detachment (military member of the Soldier’s Unit left behind at the home station to take care of Families) or the Department of the Army Wounded in Action Branch (**DA WIA**) call to notify the Family.
- During “official” notification the Family is told the status of the Soldier to include the most recent assessment of the injuries, and is given a phone number for the DA WIA to call with questions or update requests. The service member who does the “official” notification is not a health care professional and can not offer explanations of injury or medical terms. The number to DA WIA is **1-800-626-3317**. The DA WIA will initiate phone calls to the Family for updates on the movement of the Soldier and changes in medical condition. A “Needs Assessment” checklist is done within hours of official notification so that the DA WIA is able to coordinate travel quickly for the Family if necessary.
- It is important to realize that a **casualty notification in the event of a Soldier’s death will** be in person. A Soldier in Class A “Dress” uniform of equal or higher rank but must be no less than a Sergeant First Class (SFC), Warrant Officer Two (CW2) or Captain (CPT) will be accompanied by a chaplain or a mature Soldier will come to your home. **Notification will not come from any other source.**
- **Casualty notification will be rendered by the military installation nearest you if you are away from Fort Campbell.**
- After notification of casualty, a Casualty Assistance Officer will be assigned to you in order to assist in applying for all benefits to which you are entitled. Don’t be afraid to ask questions.
- The Casualty Assistance Officer will assist in the coordination for funeral arrangements.
- The CARE Team from the unit may also be called upon to help in a time of need.
- The Army is committed in serving you in your time of need.
- Questions or concern please contact your Fort Campbell Casualty Assistance Center, at (270) 798-2000/2085/4727/4729. After duty hours a representative can be reached by contacting the Division Staff Duty at (270) 798-9793.

It is extremely difficult to make sound decisions in the midst of turmoil. A person cannot predict how he/she will react in a crisis and often regrets decisions made during that time. The following Final Thoughts Worksheets are provided to assist you.

Soldier

Final Thoughts Worksheet

These are my wishes for final rites. They include my consideration of your desires as we discussed and the following:

Funeral Service (circle one):

Civilian Military Service Full Military Honors Simple Military Honors

Address of funeral service: _____

Accommodations (circle one): Open Casket Closed Casket
Wooden Metal
(Casket or Urn) (Casket or Urn)
Burial Cremation Entombment
Clothing: Dress Blues Class A BDU Dress Mess
Range of Cost: Low Medium High

Any expenses prepaid? _____

Obituary (words requested)

Pall Bearers? _____

Honor Guard? _____

Donate my body for anatomical study? Where? _____

Organ Donation? _____

Address of burial? _____ With Spouse? _____

Words for tombstone /grave marker? _____

Any expenses prepaid? _____

Officiates? Military Chaplain Civilian Clergy

Eulogies / Special Readings? _____

Music? _____

Flowers? _____

Where would survivors go to live? _____

Adapted from "The Leader's Guide to Trauma in the Unit" Army War College April 2004

Final Thoughts Worksheet

These are my wishes for final rites. They include my consideration of your desires as we discussed and the following:

Civilian Funeral Service (circle one): Elaborate

Simple

Address of funeral service: _____

Accommodations (circle one):

Open Casket
Wooden
(Casket or Urn)
Burial

Closed Casket
Metal
(Casket or Urn)
Cremation

Entombment

Clothing: _____

Range of Cost:

Low

Medium

High

Any expenses prepaid? _____

Obituary (words requested) _____

Pall Bearers? _____

Donate my body for anatomical study? Where? _____

Organ Donation? _____

Address of burial? _____ With Spouse? _____

Words for tombstone / grave marker? _____

Any expenses prepaid? _____

Officiates?

Military Chaplain

Civilian Clergy

Eulogies / Special Readings? _____

Music? _____

Flowers? _____

Where would survivors go to live? _____

Adapted from "The Leader's Guide to Trauma in the Unit" Army War College April 2004

NOTES

NOTES

QUICK REFERENCE PHONE NUMBERS

Adult Behavioral Health.....	270-798-8802
Alcoholics Anonymous (TN).....	931-647-0225
Army Community Service (ACS).....	270-798-9322
Army Emergency Relief (Financial Readiness).....	270-798-5518
Chaplain (CARE) Line.....	270-798-2273
Child/Adolescent Psychiatry.....	270-798-8437
Dept. for Children's Services (Clks).....	931-503-3200
Behavioral Health support Center	270-798-8682

DIVISION DEPLOYMENT:

Family Resource Center.24/7 Help Line.....	1-866-252-9319
Family Advocacy Prevention/Education.....	270-412-5500
Family Advocacy Treatment.....	270-798-8601
To Report Child/Spouse Abuse.....	270-798-8601
Family Readiness (ACS).....	270-798-3849

HOSPITAL: (www.campbell.amedd.army.mil)

Blanchfield Army Community Hospital Operator.....	270-798-8400
Emergency Room.....	270-798-8000
TRICARE (www.tricareonline.com).....	1-877-874-2273
BACH Appointment Line (Local).....	931-431-4677
BACH Appointment Line Toll Free.....	1-866-524-4677
KY Dept for Community Based Services (KDCBS).....	270-889-6503 / 6512
Legal Assistance Office.....	270-798-4432
Military One Source.....	1-800-342-9647
Website: www.militaryonesource.com	

MWR Info.....	270-798-7535
Narcotics Anonymous (TN).....	931-647-9043

POLICE:

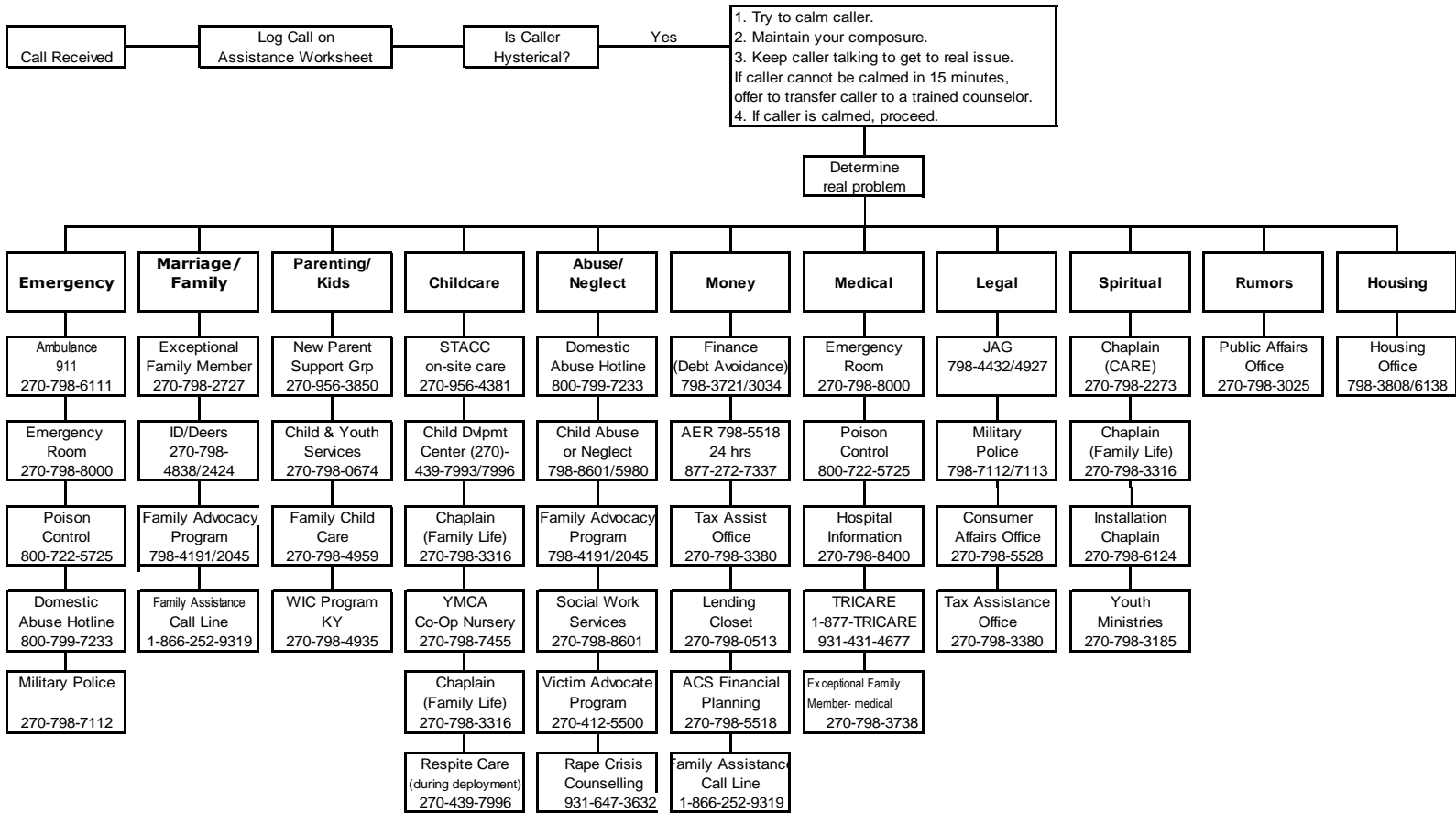
Fort Campbell MP's.....	270-798-7111 / 7112 / 7113
Clarksville Police.....	931-648-0656
Hopkinsville Police.....	270-890-1300
Oak Grove Police.....	270-439-4602
Rape & Sexual Abuse (TN).....	800-879-1999
Rape & Sexual Abuse (KY)....KY River Community Care.....	800-375-7273
Red Cross – Military Family Emergency.....	1-877-272-7337
Safe House (Clarksville).....	931-552-6900
Sanctuary (Hopkinsville).....	270-886-8174 / 800-766-0000
Urban Ministries (TN).....	931-648-9090
Women Infant & Children (WIC) (Fort Campbell).....	270-798-4935
Women Infant & Children (WIC) (TN).....	931-551-8777
Christian County Health Dept. (WIC) (KY).....	270-887-4160
Armed Services YMCA	(270) 798-7422/6884

Additional Quick Reference Numbers

STAFF Duty

PAO.....	(270) 798-3025
Chaplain.....	(270)-798-6124
Chaplain.....	(270) 798-Care
Wounded Warrior.....	(270) 798-8045
FTCKY Garrison.....	(270) 798-9921
FTCKY Garrison.....	(270) 798-1658
1 BCT.....	(270) 798-6019
2 BCT.....	(270) 798-7177
3 BCT.....	(270) 798-6018
4 BCT.....	(270) 956-4883
SUST BDE.....	(270) 798-2356
159 CAB.....	(270) 798-5692
101 CAB.....	(270) 956-3481
101 DSTB.....	(270) 798-5029
5 th SFG (A).....	(270) 798-5836
160 th SOAR.....	(270) 798-1605

Response Sequence



Military One Source can be helpful in many situations 1-800-342-9647

Military Family Life Consultants can also be of assistance in many situations 270-205-2706